

ARPA Committee Meeting 1

Called to order 10:10am July 28 2022

In attendance Rene Bouchard Sean Cummings Elizabeth Carney Don Randall
by phone Brock

Question: What is the scope of things the ARPA funding for?

1028 AM there was a motion to elect Sean Cummings secretary. Sean is keeping the minutes.
All in favor.

1030 AM there was a motion to elect Rene chairperson. All in favor.

Discussion of process for allocation of ARPA funding based on the edited Draft ARPA Advisory Committee outline Rene circulated by email Jul 27 taken from the VLCT website.

Don - Suggests developing a needs and wants list and then scoring it.

Rene - the guidelines for scoring that he circulated came from googling “scoring arpa proposals”. Thought is each proposed project/need can have a sheet scored by each member of the ARPA Committee and then we can average those results into a summarizing sheet for that project and that becomes the project/need score. We need to have a defensible, consistent approach for each project as the basis for recommendations to the Selectboard and possibly the US Treasury. Don mentioned that yes, every few years the govt requests proof from the Roxbury VFD of grant monies spent.

Elizabeth - worried about timeframe and how many applications there will be within the time frame of the ARPA funding deadline

Rene says perhaps it will take till Dec. or Jan. to have real input to Selectboard but we can show progress by the Nov suggested deadline. Rene doesn't think we should take on the role of seeking out additional grants, concurred, that's the responsibility of the townspeople who are applying.

Eliz- Deadline for many grants is Jan. 1 2023. CVPC has a long list of municipal grants for different things, E. has it printed out and has reviewed it for things that relate to the sites within the Village Center.

Don - wrote grants for the Roxbury VFD. Grant process, software, was awful.

In a discussion on the ARPA Web Page and the creation of a suggestion form Don mentioned perhaps using SurveyMonkey. Sean has used in the past and will look into a SurveyMonkey survey site.

Name- Phone/email – Suggestion

Elizabeth asked about where it would be available as some do not have Internet. It was discussed Printed Posters and Input forms could be produced and posted at Library , Country Store, Town Office, that would be a physical version of the SurveyMonkey. We would then have to manually key in those ourselves into SurveyMonkey.

Need to warn a public Meeting was mentioned, discussed as to preliminary date.

Don- mentioned he had sent a note to Janelle Smith at CV fiber

Sean talking about Shaw Road and it being more than 200' from the proposed fiber

Rene #8 Mentioned the methods for Community Engagement, preliminary strategies were discussed. Sean proposed going to 10 households per committee member in person. Don and Elizabeth mentioned they had delivered the Town Report in Roxbury in the past and they rarely found anyone home, it was time consuming with a lot of milage with few respondents/results.

Brock had the suggestion to put certain projects in certain types of buckets, ie energy and put out a Solar RFP. A discussion on that was held but reality is even one or two projects could consume our whole allocation.

What is the benefit if ARPA funds are committed to CV Fiber? Don received an email response already. She answered him that additional Lib, school, town hall, individual peoples drops, and hookups etc. would be specifically done in Roxbury with Rox. contributed funds. >896 locations in Roxbury, and \$1650 average connection cost per identified location.

Brock had to leave the remote connection at 11.13a

Rene proposed chatting with the VLCT people.
-organizing to talk to a VLCT person at the next meeting.

Don is going to send the committee the MOU for CV Fiber.

Next meeting scheduled for Thu 11 August. 10 am.
Will decide on Public meeting date (potentially week 29 Aug) at 11 August meeting.

Meeting Adjourned at 11.35am.

Action Items:

Don will ask CV Fiber exec director to talk with Committee about specific questions.
Rene will get from Tammy contact info for Tim Sullivan who is Roxbury CB Fiber rep if maybe he wants to come.
Rene will chat with Nina Govoni about updating the page for ARPA on roxburyvt.org
Rene will continue working on Draft Guidelines for our Committee and circulate.
Sean will compile minutes and circulate draft and post draft to Town website.