

ROXBURY ARPA INFORMATIONAL MEETING
MINUTES OF SEPTEMBER 17, 2022
11:32AM – 12:09PM
THIS MEETING WAS HELD IN PERSON AT THE COMMUNITY HALL

MEMBERS PARTICIPATING: Brock Freyer, Elizabeth Carney, Don Randall, Rene Bouchard, Sean Cummings

PUBLIC: Carol Randall, Debra Rogler, Mary Bouchard, Michael Dickinson

Call Meeting to Order at 11:32am

#2 Additions/Deletions

- none

#3 The main discussions were held concerning the Committee's purpose and process. The handouts were then covered in detail.

a. Committee Intro – a short introduction of the ARPA Committee members and the purpose behind the Committee was covered. The CV fiber match funding was mentioned as well as a recap of the process to date including talking to Katie Buckley (VLCT) about CV Fiber and other projects and with Jennille Smith (CV Fiber) about CV fiber and about the recommendation to the Selectboard. In particular, the town garage and sidewalk project, the trails project (her suggestion was to come up with a master plan of outdoor activities) -- all of these projects can be part or fully funded using the ARPA money using the standard allowance accounting that the Town of Roxbury has already elected with US Treasury.

Debra Rogler asked is the project manager the person who submitted the proposal?

It was explained that that was the hope. It was further explained that the intent of the ARPA Committee is to assign out the projects amongst ourselves, so one of us would be working with a Project Owner to assist them in completing the Request Form.

b. Project Request Form (handout 3.B) – this form was developed to provide a set of criteria that all projects will be evaluated on. It is meant to be a fair, consistent approach to solicit answers from Project Owners such that we can score the project. The criteria on the form relate to the same criteria the public will be asked to rank in our first survey.

We stepped down through each of the criteria along with sample questions a project owners should answer.

In the cost section, the example of a .01 increase in the tax rate now translating into \$9,200 to the Town per the Selectboard. This means our \$211,938.56 ARPA award has a potential tax savings of .23 cents.

Using the Sidewalk project as an example and in gross terms excluding any long term funding mechanisms, the \$1.3M project has a Town share of 20% or \$260,000. To raise \$260k the town would need to increase the tax rate .28 cents per 1,000. For a \$200,000 home that would be

ROXBURY ARPA INFORMATIONAL MEETING MINUTES OF SEPTEMBER 17, 2022

roughly a \$560 increase. If the ARPA award was put towards the Sidewalks project then the Town outlay would be .05 cents or a \$100 increase for the 200k home. So clearly the ARPA award has value in reducing the tax impact of certain projects.

c. Score Sheet (handout 3.C) – this score sheet was developed to help us filter projects through the same lens. Using a common set of criteria and questions answered by Project Owners, each Committee member will complete one score sheet. The resulting 6 sheets will then be aggregated and averaged into the Master Score Sheet for that project.

Of note, you see the Public Weight row. The multiplier on this row will be the result of the public feedback in our first survey. The public will tell us which criteria is more important than another. Some discussion was held on this.

d. Roxbury Surveys (handout 3.D List of Ideas) – a discussion was held to bring everyone up to speed with our plans for surveys. The first survey is live and available both on the Town website Home page and the ARPA page. It asks the public to rank our criteria so we can add the weights to our Score Sheets. It also gathers suggestions on how to spend the funds. The handout represents the projects we have recv'd to-date and it is available on the Town ARPA page. All were asked to spread the word with family and friends to take the ARPA survey.

The second survey at the end of the process will allow the public to rank the list of projects. This will give the Selectboard two good datapoints. One will be the review and ARPA score. The other will reflect the ranked appetite the public has for these projects.

Debra Rogler asked if there are paper surveys at the Town Office for those without internet? Yes, there are paper copies at the Country Store and will be at the Town Hall.

Debra also asked if the money could be spent on more than one project? Yes, but the final decision on how to spend the money is with the Selectboard.

e. Important Dates (handout 3.E) – the Committee reviewed the important dates as envisioned now. The survey and project solicitation period is running until end of day Friday 30-Sep-22. The Committee intends to take the two months (Oct/Nov) to work through the projects with the owners and score them. This will be followed by a two week survey where the public will get to rank the list of projects. These results will then be compiled and a package put together for the Selectboard's first meeting in January 2023.

#4 A discussion was held to make the attendees aware of our page and it's contents on the Town website.

#5 Other Business – a quick review of the CV Fiber Match was held to bring all up to speed. The Selectmen had approved an allocation of \$20k with a slightly tweaked Appendix 1. On Thursday Tammy had forwarded the final signed off Agreement to the Committee so it is a done deal.

Meeting Adjourned at 12:09pm.