

ROXBURY ARPA COMMITTEE MEETING
MINUTES OF DECEMBER 07, 2022
10:04AM – 11:01AM
THIS MEETING WAS HELD IN PERSON AT THE COMMUNITY HALL

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

PUBLIC:

1. The meeting was called to order at 10:02 am
2. Additions/Deletions to Agenda – discussion on Posters
3. Approve Minutes of 01-Dec-22 – with no changes noted, motioned & approved
4. Discussion on Progress-To-Date on the various open assigned Projects

The Committee went right on to the open assigned items.

- a. Sidewalk Project – it had been noticed that there were two different estimates; ~1.26M and 1.45M given for the same selected Alternative 3 for the project. A discussion was held on the difference noted between the Executive Summary and detailed Appendix for Alternative 3. Several of the Committee had attended the scoping meeting earlier in the year and none remember any explanation offered for the ~\$215k difference. An email had been sent to Tammy/Dave as clarification being sought on this.
- b. Community Garden – Sean ok'd the reformatted version for moving to Pending. Brock brought up the idea that the public water source request could be made in the village and attached to an existing permitted / tested well source as no State permit would be required for that. Don said the fire department building has a good artesian well with very good water quality and an existing outdoor spigot. It was agreed that the Third Branch Garden would still need a water source though.
- c. Civic Work Group – a reformatted and slightly edited version of what Sean submitted the night before was discussed. Sean to review and either edit or approve.
- d. Incentives for Business – a discussion was held on this requested project and the discussion email that had been sent out that AM. It was noted that ARPA funds need to serve and benefit a majority of the Community and on projects showing strong public need, not just business owners. It was mentioned that though the email touched on mainly Village Center infrastructure projects, incentivizing business could be town-wide and not just in the Village. In the end it was agreed that this project of incentivizing business is something for the Town to consider in a few years after the other projects to improve the infrastructure of Roxbury have been made. Sean to speak with requestor on all this and report back to the Committee.

- e. Emergency Disaster Site – a discussion was held on the draft email response crafted after the recent Selectboard mtg. Specifically, at that mtg we heard that the school is a certified Red Cross shelter and that power companies keep lists of folks with special medical equipment needs. The draft email included what was learned after speaking with Green Mountain Power about this yesterday. They encourage folks to contact their customer number 888-835-4672 and be included on what they call a Life Support Equipment List. GMP stresses that though they offer this service it really only means when calling in it shows as a red item on the call takers screen. There is no offer of quicker reconnection for being on this list.

It was noted that Washington Electric services parts of Roxbury so Don to follow-up with them on their list.

Don to update the draft email with the Red Cross certified language for the school and incorporate Washington Electric if he hears anything. He will then send the email to the requestor and report back to the Committee.

- f. Scoring – a discussion was held concerning scoring. It was noted that whist the second survey was running the Committee will use the same project pdf as their reference for scoring. Each member to send their completed score sheets back to Rene for compiling into the generic master spreadsheet which will then be shared back for all of us to review and confirm.

5. Discussion on 2nd Survey.

The Committee discussed going live on Friday 09-Dec with our second survey. To do this we need to get determinations on the remaining items. A discussion was had on paper surveys. Given the pdf will be 40+ pages it was agreed that we should direct paper survey folks to use the computer at the library as an assist. Not feasible to print off multiple copies of the 40+ page doc as a survey addendum.

In the end the plan is to:

- share a PDF with links for members to confirm as soon as possible on Thursday
- once ok'd, send the pdf & survey link to Nina for posting
- send Elizabeth text for Front Porch Forum
- make the Survey live
- once pdf posted, send out Front Porch Forum notification
- post old posters in town
- leave off paper surveys at the Town Hall and Country Store

6. Other Business

It was brought up that it had been mentioned that the Selectboard does not have to act until Spring on any of our items as the ARPA money isn't available until May 2023. It was agreed that this view is not correct. The Selectboard should vote for projects that they want to see pursued so that the intendent follow-ups can be done such as grant writing, supply ordering, etc...

It was agreed that we should be prepared to present the Selectboard with our report at their first 2023 on 09-Jan-23 and then get on the agenda for the following Selectboard meeting to discuss and handle any of their post-review queries.

Our next mtg was set for 04-Jan-23 at 9am.
Brock to send out a meeting invite.

A quick question on Kawha's project had Elizabeth say that she had checked and Kawha confirmed that biking/walking and loop trails do fit under an Active Transportation Master Plan. She says this project title is the more current terminology for a Master Plan on Outdoor Activities.

With no further business to discuss the meeting was adjourned at 11:01am.

Action Items:

- Sean to confirm the reformat and edits on the Civic Work project
- Sean to follow-up with the Incentives for Business requestor
- Don to speak with Washington Electric about their GMP equivalent for a Life Support Equipment List
- Don to email the Disaster Site requestor with the latest findings
- Rene to work on creating the project pdf
- Rene to craft language and share with Elizabeth
- Elizabeth to handle Front Porch Forum postings
- Rene to get materials to Nina for posting on the Town ARPA site
- Rene to post Survey posters around Town and Steele Hill
- Rene to post paper Surveys at the Town Hall and Country Store