

**ARPA Committee Meeting
Town of St Johnsbury
July 18, 2022**

Committee members in attendance: Chad Whitehead, Frank Empsall, Gillian Sewake, Ken Hammer, Jenna O'Farrell, Adam Kane, Joe Kasprzak, Nick Anzalone,

Members of the public: Representatives from HCH Enterprises

Meeting Minutes (DRAFT)

- **Open Meeting/Agenda Amendments:** Meeting opened 12:00pm. No agenda amendments.
- **Public Comment:** None.
- **HCH Enterprises - Priority List Review**

Review of the prioritization list spreadsheet with HCH. General discussion about the process for incorporating this list into overall project prioritization, as it relates to public input. The final recommendation of project expenditures—incorporating this list and public input—will be made to the committee in November. Committee should return the prioritization by Wednesday this week.

Discussion of who and how to solicit public feedback, with regards to the survey and input sessions. Suggestions include St. J Hub, St. J House, Businesses via Chamber, St. J School camp (possibly combined with the ESSR funding input sessions?), creative campus organizations. Outreach via a newspaper article is suggested. General public engagement sessions could include a pizza party at the Welcome Center, booths at community events like St. J Final Fridays, Levitt AMP, or Farmers Market, and focus sessions with the groups mentioned above.

Next deliverables: Compiled list summary using committee feedback, draft of the recommended survey to go out to the public to solicit input, press release, and schedule for focus group & public input sessions.

- **Other Business:**

Chad will send out a doodle poll for another committee meeting the first week of August.

Chad is working on the LVRT extension project and in reviewing matching fund requirements, he may come to the committee at a future meeting with a proposal for funding.

- **Adjourned:** 12:40pm

Respectfully submitted,
Gillian Sewake, Committee Member