

**ARPA Committee Meeting
Town of St Johnsbury
December 20, 2022**

Committee members in attendance: Chad Whitehead, Gillian Sewake, Scott Beck, Frank Empsall, Jody Fried, Scott Campbell, Jenna O'Farrell, Joe Kasprzak, David Reynolds

Members of the public: Representatives from HCH Enterprises. Mary Berlejung

Meeting Minutes

- **Open Meeting/Agenda Amendments:** Meeting opened 1:04. No agenda amendments.
- **Public Comment:** None.
- **Review of HCH Enterprises Draft Report**

HCH provided a presentation on their draft report, sent ahead to the committee.

Questions regarding how weighting was achieved. HCH response: Some of the decisions about availability of other funds were assumptions based on federal/state grants.

Question regarding whether leverage of other funds was included in weighting. HCH response: No. Recommendation is that the committee include leveraging of ARPA funds as a question on the application. Discussion of creating a leverage pool "fund", on a different timeline from the general application (for flexibility as match for grant applications).

Question regarding the public facing nature of the document. HCH: They will create an executive summary. Suggest that the "scorecard" and list of specific projects not be included in public-facing documents in favor of the budgets.

- **Other Business:**

Ideally try to open up an application for submission of projects for ARPA funds in mid-January. This timeline may shift back.

Chad will send a poll to try to set another meeting for the committee before then.

Form sub-committee to bring some suggestions to the larger committee regarding report, and grant applications/procedures: Joe, Chad, Leslie, Gillian, Jody

- **Adjourned:** 2:15pm

Respectfully submitted,
Gillian Sewake, Committee Member