

**ARPA Committee Meeting
Town of St Johnsbury
June 21, 2022**

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

Members of the public: Mary Berlejung, Representatives from the firm HCH Enterprises

Meeting Minutes (DRAFT)

- **Open Meeting/Agenda Amendments:**

Meeting opened at 2:01pm. No agenda amendments.

- **Public Comment:** None.
- **Kick Off Meeting with HCH Enterprises LLC:**

HCH personnel and the committee provided introductions.

HCH provided a presentation introducing their approach to St. J's ARPA public input facilitation process.

- Discussion of the implementation of project selection, called by HCHC the "enforcement dimension". In our application process we may want to define which applicants are "beneficiary" type or "sub-recipient" type to assist with clarity in reporting for the town.
- Information was provided about their input approach, and resulting recommendations. Examples of selection criteria were provided.
- Discussion about reaching marginalized community members, to ensure their input is received. Ideas include engaging with the St. J Community Hub, Front Porch Forum, in-person at the Transfer Station, local radio.
- Discussion of the next steps in the process, with regards to setting criteria, developing lists of projects, community outreach, and what order that should take.

HCH will develop "buckets" for the list of projects for the committee to review and discuss during the next meeting.

- **Other Business:** Next meeting is scheduled for Monday, July 18 at noon.
- **Adjourned:** 3:10pm

Respectfully submitted,
Gillian Sewake, Committee Member