

ARPA Committee Meeting Minutes

March 9, 2023 at 1:00PM

Zoom Teleconference

Attendees:

John Kaufman
Kate Reid
Scott Triola

- **Review and approve prior meeting minutes**
 - Draft minutes for the ARPA committee meeting were not distributed prior to the meeting and will be reviewed/approved at the next meeting.
- **Discuss ARPA Funding for FY24 Budget Items and Make Recommendation(s) to Select Board**
 - The ARPA Committee had an initial discussion on the use of ARPA funds for the FY24 budget. Three scenarios were discussed and are summarized below.
 - No formal position was taken on any scenario but there was general agreement on the three options to be discussed with the Select Board.

Scenario 1: Minimum ARPA Reserve: \$150k

The ARPA committee was in agreement that we would like to reserve \$150k in ARPA funds to continue to support needs/opportunities outside of the normal budget process. This would allow ARPA funds to be deployed through December 2024 to support residents and/or initiatives in Carlisle that are not traditionally supported through the Town Budget.

Scenario 2: ARPA Mid-Tier Reserve: \$300k

This approach would reserve enough ARPA funds to support the initiatives listed in the “Minimum ARPA reserve” scenario and leave ~\$150k in ARPA funds to approve future Town capital items/projects that would otherwise need to be funded through the Town Meeting process. This would provide the Select Board with additional flexibility to quickly approve and fund high priority and/or time sensitive Town projects.

Scenario 3: ARPA Maximum Reserve: \$470k

If ARPA funds are only used for the CPS elevator (\$140k) and CPS Waste Water HVAC (\$60k), we would have ~\$470k in ARPA funds available to commit between now and December 31, 2024 (committed ARPA funds must be expended by June 2025). These funds would be used for the same items funded under the previous two Scenarios and probably additional capital items in the FY25 budget that would otherwise be funded through free cash (e.g. FY25 Town Hall elevator currently estimated at \$125k; Town Hall IT upgrades \$25k; additional Town records management expenses \$TBD).

Meeting adjourned at 1:27pm.

Motion made by Kate Reid; seconded by John Kaufman. Motion passed 3-0.

(These minutes include all motions made and votes taken during this ARPA meeting.)

Minutes taken and submitted by Scott Triola.

Minutes approved on May 22, 2023.

