

ARPA Committee Meeting Minutes

March 28, 2022 at 11:00AM

Zoom Teleconference

Attendees:

John Kaufman
Kate Reid
Scott Triola

Other:

Kelly Beyer – Town Accountant

- **Review and approve prior meeting minutes**
 - *MOTION:* Kate Reid made motion to approve March 14, 2022 minutes as printed. John Kaufman seconded. Motion passed 3-0.
 - *MOTION:* Kate Reid made motion to approve March 21, 2022 minutes as printed. John Kaufman seconded. Motion passed 3-0.
- **Debrief Select Board Meeting (March 22)**
 - ARPA Committee briefly reviewed the Select Board discussion and list of approved ARPA projects. (See attached list.)
 - Committee will try to meet with Select Board monthly (as needed) to review/approve future ARPA projects.
- **Discuss next steps for approved ARPA projects and new request submission process**
 - Committee discussed next steps for approved ARPA projects with Town Accountant. Town Accountant will set up individual accounts with ARPA funds for approved projects. Project expenses will be paid/tracked directly from the project's account.
 - Town Accountant will file first required annual ARPA report through ARPA Portal.
 - Committee agreed that the ARPA funding request review and approval process will occur on a rolling basis going forward (as opposed to defining specific future submission deadline dates).
 - The committee will meet on March 31 to review and approve an ARPA process letter and updated submission form. Both documents will be widely distributed.
 - Scott Triola will distributed ARPA project approval documents for review prior to the next meeting on March 31.
 - ARPA Committee liaisons for approved projects will be finalized on March 31.

Meeting adjourned at 11:56AM.

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

Minutes taken and submitted by Scott Triola.

Minutes approved on May 9, 2022.

APPROVED ARPA PROJECTS

Approved by Carlisle Select Board – March 22, 2022

Project Number	Project Name	Sponsor	\$ ARPA Funds
15	Cultural grant program	Carlisle Cultural Council	\$10,000
16	Carlisle Music Showcase @Old Home Day 2022	Carlisle Cultural Council	\$5,000
22	COA Drivers Loss of Income	CoA	\$10,000
31	Nutrition Support for Seniors in Need	CoA	\$10,000
1	Online Mental Health Counseling COVID Program	COA and BOH	\$30,000
17	Conservation Land Signs	Conservation Commission	\$5,000
24	Remove PFAS contamination from well water at the Gleason Library.	Gleason Public Library	\$10,500
3	Replace Gleason Library roof top ventilation unit	Municipal Facilities Committee	\$125,400
26	Remove PFAS contamination from well water at Town Hall.	Municipal Facilities Committee	\$10,500
4	Planning Board Document Scanning Initiative	Planning Board	\$10,395

FUTURE NEEDS IDENTIFIED

2	Health Department Operations in Response to COVID-19: Staffing and Supplies	BOH	\$24,000
32	Rental Assistance for Seniors in Need	CoA	\$48,520

CONTINGENCY/ADMIN (10%)

\$29,931.50

TOTAL

\$329,247