

ARPA Committee Meeting Minutes

May 9, 2022 at 11:00am

Zoom Teleconference

Attendees:

John Kaufman

Kate Reid

Scott Triola

Other:

James O'Shea – CPS Superintendent

Stephen Connearney – CPS Facilities Director

• Review and approve prior meeting minutes

- *MOTION:* Kate Reid made the motion to approve the March 28, 2022 minutes as printed. John Kaufman seconded. Motion passed 3-0.
- *MOTION:* Kate Reid made the motion to approve the March 31, 2022 minutes as printed. John Kaufman seconded. Motion passed 3-0.

• Discussion of new ARPA funding submission requests.

- CPS Superintendent and CPS Facilities Director joined meeting to review the updated ARPA submission request for Wilkins HVAC. The updated request totals \$295,000 to install a multi-head split system. This request is an estimate and a more accurate quote for this project is expected in the next week. This information will be shared with the ARPA committee when it is received.
- ARPA Committee underscored that any ARPA funded projects need to follow Federal procurement guidelines. Scott Triola will contact Andy Paquette of TMS to discuss potential Federal procurement support for ARPA funded projects.
- CPS Superintendent also submitted a request for \$12,500 to update the original Wilkins HVAC proposal. These funds would only be needed if the multi-head system is not installed.

• ARPA project status updates.

- ConsCom has requested an additional \$854 for approved signage based on the updated quote (see attached). Scott Triola checked with the Town Accountant to see if approved ARPA contingency funds could be used for this additional amount. The Town Accountant supported the use of contingency funds for this purpose with ARPA Committee approval.
- *MOTION:* Kate Reid made the motion to use \$854 in approved contingency funds for the Conservation Land Signs project, increasing the total approved amount to \$5,854. Motion passed 3-0.
- John Kaufman provided a status update on COA projects.
 - The Town Accountant clarified how the driver's payments are to be made as they must pay taxes on these payments.
 - COA has not used any funds yet for the food delivery program but will eventually as they run through other funding sources.
 - There has been low initial uptake of the Online Mental Health Counseling service. The COA will be advertising this offering again soon. More time is needed to get a handle on demand for this service.

Meeting adjourned at 12:10pm. 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 23, 2022.