

ARPA Committee Meeting Minutes

September 12, 2022 at 10:00am

Zoom Teleconference

Attendees:

John Kaufman

Kate Reid

Scott Triola

Kelly Beyer (Town Accountant)

- **Review and approve prior meeting minutes**
 - Prior meeting minutes were not distributed for this meeting. Minutes will be reviewed/approved at the next meeting.
- **Status update on approved ARPA Projects**
 - Town Accountant provided an update on approved ARPA project expenditures as of September 7, 2022. See attached report.
 - Town Accountant confirmed the ARPA approval process, documentation and accounting process is working well.
 - John Kaufman provided an update on from COA on approved ARPA projects:
 - *Nutrition Support:* Heart to Home meals are being very well received and allowing recipients to eat much better and have less financial stress. 1472 meals have been provided to 18 program participants as of September 8.
 - *Mental Health Counseling:* Town Social Worker has reported that participants are very satisfied with their sessions. 5 participants have received 33 total sessions.
 - *Rental Assistance:* Assistance beginning on October 1, 2022 for 11 participants who qualified.
 - *Clark Room Upgrade:* New floor is scheduled to be installed on October 3, 2022.
 - Scott Triola provided an update on CPS Wilkins HVAC project. The Denron proposal is being reviewed by the engineering firm NV5. The goals of this review are to determine if Denron's proposal is feasible and to scope the effort required to develop detailed specifications required to solicit bids for this project. CPS expects to hear back from NV5 next week. Jim O'Shea will forward updated info to the ARPA committee.
 - Scott Triola provided an update on Carlisle Cultural Council Grant. The first round of grants have been awarded by the CCC and include revenue shortfall assistance for the following:
 - \$2.4k for Savoyard Light Opera
 - \$14,883 for Carlisle Chamber Orchestra
 - \$10,667 for Carlisle Old Home Day Association
 - \$5,153 for Carlisle Communications, Inc.
 - TMS has been working with Facilities Committee and is optimistic that the approved ARPA funds can be used for the Gleason RTU purchase.
 - Kate Reid updated the committee that installing the Gleason PFAS treatment system will require renovation to create additional space for treatment equipment. More info to be provided by the Municipal Facilities Committee.

Meeting adjourned at 10:45AM. 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 September 28, 2022 (3-0 Vote).

ORG	OBJECT	PROJECT	SPONSOR	ORIGINAL AMOUNT	ADJUSTMENTS	REVISED AMOUNT	EXPENDITURES		AVAILABLE BALANCE
							FY22	FY23	
VOTED AT SELECT BOARD MEETING 3/22/22									
32699	55822	Cultural Grant Program	Cultural Council	\$ 10,000.00		\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
32699	55800	Carlisle Music Showcase @ Old Home Day 2022	Cultural Council	\$ 5,000.00		\$ 5,000.00	\$ (1,312.27)	\$ (3,687.73)	\$ -
32541	51126	COA Drivers Loss of Income	COA	\$ 10,000.00		\$ 10,000.00	\$ (10,000.00)	\$ -	\$ -
32541	55808	Rental Assistance for Seniors in Need	COA	\$ 48,520.00		\$ 48,520.00	\$ -	\$ (880.00)	\$ 47,640.00
32541	55813	Nutrition Support for Seniors in Need	COA	\$ 10,000.00	\$ 15,000.00	\$ 25,000.00	\$ (4,529.91)	\$ (2,341.13)	\$ 18,128.96
32541	55822	Online Mental Health Counseling COVID Program	COA & BOH	\$ 30,000.00	\$ (15,000.00)	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
32171	55800	Conservation Land Signs	Conservation	\$ 5,000.00	\$ 854.00	\$ 5,854.00	\$ (333.87)	\$ (5,322.61)	\$ 197.52
32191	55800	Replace Gleason Library roof top ventilation unit	MFC	\$ 125,400.00		\$ 125,400.00	\$ -	\$ -	\$ 125,400.00
32191	55823	Remove PFAS contamination from well water at the Gleason Library	MFC	\$ 10,500.00		\$ 10,500.00	\$ -	\$ -	\$ 10,500.00
32191	55824	Remove PFAS contamination from well water at Town Hall	MFC	\$ 10,500.00		\$ 10,500.00	\$ -	\$ -	\$ 10,500.00
32175	55800	Planning Board Document Scanning Initiative	Planning Board	\$ 10,395.00		\$ 10,395.00	\$ (5,190.63)	\$ -	\$ 5,204.37
32519	55800	Health Department Operations in Response to COVID-19: Staffing & Supplies	BOH	\$ 24,000.00		\$ 24,000.00	\$ -	\$ -	\$ 24,000.00
		Procurement Consulting (TMS - Andy Paquette)	Contingency	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
32000	55800	Contingency Funds		\$ 29,932.00	\$ -	\$ 29,932.00			\$ 29,932.00
		<i>Adjustment to Conservation Land Signs</i>		\$ -	\$ (854.00)	\$ (854.00)			
		<i>Procurement Consulting (TMS - Andy Paquette)</i>		\$ -	\$ (5,000.00)	\$ (5,000.00)			
				\$ 329,247.00	\$ -	\$ 329,247.00			
VOTED AT SELECT BOARD MEETING 6/28/22									
32300	55800	CPS Wilkins HVAC	CPS	\$ 187,715.00	\$ -	\$ 187,715.00	\$ -	\$ -	\$ 187,715.00
32114	55800	Electronic Voting System	Moderator	\$ 17,793.00	\$ -	\$ 17,793.00	\$ -	\$ (1,422.11)	\$ 16,370.89
32699	55801	CCC Grant	Cultural Council	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00
				\$ 255,508.00	\$ -	\$ 255,508.00			
VOTED AT SELECT BOARD MEETING 8/9/22									
32541	58601	Clark Room Flooring	COA	\$ 12,500.00	\$ -	\$ 12,500.00	\$ -	\$ (3,752.30)	\$ 8,747.70
				\$ -	\$ -	\$ -			
				\$ -	\$ -	\$ -			
				\$ 12,500.00	\$ -	\$ 12,500.00			
							\$ (21,366.68)	\$ (17,405.88)	\$ 564,336.44
TOTAL APPROVED BY SELECT BOARD				\$ 597,255.00	\$ -	\$ 597,255.00			
TOTAL ALLOCATION TO CARLISLE				\$ 1,569,869.00	\$ -	\$ 1,569,869.00			
TOTAL AVAILABLE				\$ 972,614.00	\$ -	\$ 972,614.00			
FY21 Revenue				\$ 274,859.62					
FY22 Revenue				\$ 510,069.72					
FY23 Revenue				\$ 274,859.62					
Not Yet Received				\$ 510,069.72					
				\$ 1,569,858.68					
				\$ 10.32					