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By Linda Amerighi at 7:54 am, Mar 02, 2023

MINUTES

SHARON ARPA ADVISORY COMMITTEE

Tuesday, Feb. 21, 2023 at 5 pm

Hybrid meeting: In person at Town Hall and on Zoom

See video recording:

<https://drive.google.com/drive/u/0/folders/1fYacl5DzT14KhRLqyWNnuf6JFIb0hmQi>

Attending:
(In person)
Jill Drew
Barbara Prindle

(On Zoom)
Tom Bartram
Doug Cahill
Meghan Flanagan
Jeanmarie Bustillo - guest

- I. Meeting called to order at 5 pm
 - a. The agenda was approved as circulated.
 - b. The minutes of the Nov. 21 meeting were approved.

- II. Public Comment
 - a. None

- III. New Applications
 - a. None

- IV. Administration
 - a. (see [recording at timecode 1:50 – 19:10 and timecode 20:40 – 29:14 for details](#)) Committee members discussed the opportunity to hire an administrator. Jeanmarie Bustillo has applied for the open position. The BOS will make the decision about whether to make a hire. In addition to taking meeting minutes, the administrator would assist committee members and the Town Treasurer and Selectmen in preparing the annual report to the U.S. Treasury on the town’s 2022 ARPA grants. The administrator could also help prepare a report to town residents on grant disbursements. Committee members suggested the administrator look at grant applications, recipient spending reports, at past minutes of the ARPA Committee (which have timecodes marked for videos of those meetings), as well as BOS meeting minutes, to help prepare the reports. Meghan suggested the committee provide a “punchlist” of priority administrator tasks. Tom suggested that the committee encourage the BOS to set aside a certain amount of ARPA funds to cover the administrator expense. Tom and Barbara suggested that a ballpark amount needed could be calculated by multiplying the number of ARPA grants by a number of hours to be devoted for reporting details of each. Jill said she would do the calculation and provide it to the BOS, as well as look at the previous amount the BOS approved for the hiring of an administrator – those funds were never spent. The Treasury report is due April 30. Jill told committee members she hoped to have a draft report ready for review at the next meeting.

- V. Review Board of Selectmen Actions
 - a. The BOS denied the request to fund the “Elements” emotional resilience program.
 - b. The BOS denied the appeal of its earlier decision to decline to grant the American Legion a second grant, this time \$8,000 to install A/C.
 - c. The BOS has tabled the proposal to spend the remaining \$240,000 of ARPA funds to offset the cost of the Comcast broadband buildout. The BOS intends to take that proposal up after the Comcast contract is signed.

VI. No other new business

VII. Adjourned at 5:30 pm

NEXT MEETING: Tuesday, March 21 at 5 pm

Respectfully submitted,
Jill Drew