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By Linda Amerighi at 10:20 am, Apr 05, 2024

Sharon ARPA Advisory Committee

April 4, 2024 Meeting Minutes

Video recording of meeting:

<https://drive.google.com/drive/u/0/folders/1fYacl5DzT14KhRLqyWNnuf6JFib0hmQi>

The Sharon ARPA Advisory Committee held a regular meeting at 5:00 pm on April 4, 2024.

The meeting was held at Town Hall's Chapin Meeting Room via Zoom hybrid format.

Committee Attendees:

In person:

Jill Drew

Tom Casey

Barbara Prindle

Jean Bustillo

Zoom:

Donna DiMartino

Meghan Flanagan

Gretchen Hachmeister

Public Attendees: None

1. The meeting was called to order at 5:00 p.m.
2. The proposed agenda was approved.
3. Approval of Feb 1, 2024 minutes, previously circulated.
4. There are no new applications
5. Review of draft spending report to US Treasury:

Jill explained that all towns receiving ARPA funds must submit a report to the U.S. Treasury each year by April 30. To complete Treasury's online form, towns must gather information about each grant awarded between April 1, 2023-March 31, 2024. Treasury allows small towns to classify each grant as fitting into the "revenue replacement" category of permitted spending, akin to taking the standard deduction on tax forms. The committee then reviewed all disbursements to be covered in the report.

- A. GK Electric – The town paid \$7,500 in the current period, which is a deposit on the \$90,000 expense approved for a Town Hall generator. The town is waiting for the parking lot repaving project to accept delivery of the generator, which requires pouring a concrete pad and installing conduit underground to connect the generator to the building. Project is ongoing, 8% complete.

- B. Comcast Contract Performance Manager - \$4,150.00 is the current period expense for the part-time, temporary position to oversee management of the high-speed internet project on behalf of the town. The cumulative expense is \$4,660.00. Project is ongoing, 50% complete.
 - C. Tri-State Public Communications - \$7,000.00 is the current period and cumulative expense to cover rent due for 67 Main Street. Project is complete.
 - D. American Legion Post #126 - \$7,450.00 is the current period and cumulative expense. Although the Post had received a separate grant for a different project last year, the committee said it would not be correct to add the two together because the second project was not a continuation of the first. Project is complete.
 - E. Town of Sharon Road Crew - \$11,506.08 is the current period and cumulative expense to cover a one-time increase in wages to offset inflation. The funds were approved in Sept. 2022, but were not disbursed until the end of the fiscal year so that the Social Security and pension costs could be calculated and added to the amount due. Project is complete.
 - F. Town of Sharon ARPA Administration- \$312.50 current period expense. Cumulative administrative costs, which covers the expense of printing, website hosting, newspaper ads, etc., is \$1,586.61. The committee had expected to pay a secretary, but both individuals who accepted the position determined they would do it as a volunteer service, for which the committee is grateful.
 - G. Saint Kateri Parish - \$15,000 current period and cumulative expense. The funds were used for needed repairs to church properties, which are town landmarks.
- 6. The committee adopted changes to the draft report, which will now be sent to the Board of Selectmen for review. Once the report is approved, Jill will work with Town Treasurer Tina Pitcher to complete the reporting form on the Treasury website before the April 30 deadline.
 - 7. Motion made and approved to adjourn 2024 at 5:22 p.m.

The next meeting will be held Thursday, May 2 at 5:00 pm.

Respectfully submitted,

Jean Bustillo

ARPA Advisory Committee Secretary