

1. Meeting Materials

Documents:

[2022.03.31 ARPA AGENDA \(PDF\).PDF](#)

[2022.03.31 ARPA REQUEST TRACKER 31MAR2022 \(PDF\).PDF](#)

**Town of Southborough, MA
Meeting of the ARPA Committee
Thursday, March 31, 2022, 7:30 P.M.
VIRTUAL ZOOM MEETING**

May be watched or may participate in the meeting remotely with the meeting link at
<https://www.southboroughtown.com/remotemeetings>

Pursuant to Chapter 20 of the Acts of 2021, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed into law on June 16, 2021, this meeting will be conducted via remote participation. No in person attendance by members of the public will be permitted.

- I. Review Fund Request Log**
- II. Discuss any open items related to survey, public forum or community outreach**
- III. Proposal Discussion: review proposals and identify open questions. Determine what follow up is needed (vote may be taken)**
- IV. Evaluation approach discussion (vote may be taken)**
- V. Next Steps**
- VI. Administrative business**
 - a. Vote on Minutes of March 10, 2022
 - b. Vote on Minutes of March 17, 2022
- VII. Unfinished Business**
- VIII. New Business**
 - a. Public Comment
 - b. Next meeting

Andrea Hamilton
Chair

Request

Route 9 Public Sewer / small wastewater treatment plant support

Economic Growth

1 time abatement for taxes

Resolve drainage for Main Street near Mauro's Marnie, and train tracks
drainage issues in the downtown

sidewalks, connection from Fayville / Central St.

Continuing across causeway to corner of White

Bagely Rd / Boston Rd.

Redo Senior Center / space needs study? May
change Sr. Center location

Trash cans where public sidewalks are installed

Dog Park

Senior Center Renovations

premium pay for public safety employees

premium pay for public safety employees

Part time mental health clinician

Marketing and Outreach materials

One year contract with interface referral service

Support affordable housing opportunities

Upgrade town's website to support more collaborative features

Upgrade town's WiFi capabilities at specific town facilities

Implement town-wide event scheduling and registration system

Implement interactive conference room capabilities

Fund sidewalk work from repairs to new installations. Prioritize sidewalk
work (both repairs and new) based on connectivity and use/anticipated
use. New sidewalk work based on DPW sidewalk report and complete
streets.

Premium pay for full and part time FD members

Purchase 600 voting devices/ 'clickers', including software and receivers,
to enable voters at Town Meetings to vote electronically, in person

Towards various ADA compliance issues throughout town buildings

New front room on the Senior Center

Lunblad Field Renovations

ADA Upgrades to Facilities

Feasibility study for Neary

Greater Boroughs PH escalation

Staff Funding-Health Director staffing

Per Diem Vaccination Staff

Digitalization of septic files

Septic Software

strongly support the requests by Youth and Family Services as well as any request by School district to support mental health initiatives. We also encourage town wide evaluation of our website and the ability to conduct business and make payments online, something that is even more urgent during the pandemic.

National Grid Property in Downtown Southboroug

Inlet/Outlet pipe for potential wastewater system underneath Main Street

Wastewater Infrastructure for Downtown

Improved connectivity through construction of sidewalks and connections to trails

Consideration for a modest, targeted tax relief program for residents funding for signage to mark the Southborough Center Historic District, newly recognized (in December of 2021) by the National Register of Historic Places

plan that considers how to help a wider group of residents; renters who are coping with increasing monthly rent payments, adult children living at home because of the inability to earn a living wage, and seniors who have found it necessary to reside with their adult children due to inflation

Audit support

Submitted By (Organization)	Submitted By (Individual)	Date Received
Planning Board	Colleen Stansfield	15-Feb-22
Planning Board	Colleen Stansfield	15-Feb-22
Planning Board	Colleen Stansfield	15-Feb-22
Planning Board	Colleen Stansfield	15-Feb-22
Planning Board	Colleen Stansfield	15-Feb-22
individual request	see email	10-Feb-22
individual request	see email	10-Feb-22
Council on Aging	Douglas Peck	12-Feb-22
Officer's Union Local 167	Thomas Rock	13-Feb-22
Officers Union Local 445	Kyle DeVincent	14-Feb-22
Youth and Family Services	Sarah Cassell	14-Feb-22
Youth and Family Services	Sarah Cassell	14-Feb-22
Youth and Family Services	Sarah Cassell	14-Feb-22
Youth and Family Services	Sarah Cassell	14-Feb-22
Municipal Technology Committee	Angela Varner	1/31/2022, 2/28/2022
Municipal Technology Committee	Angela Varner	1/31/2022, 2/28/2022
Municipal Technology Committee	Angela Varner	1/31/2022, 2/28/2022
Municipal Technology Committee	Angela Varner	1/31/2022, 2/28/2022
DPW	Karen Galligan	15-Feb-22
Fire Department	Steven Achilles	15-Feb-22
Town Clerk	Jim Hegarty	16Feb2022 and 21Feb2022
Facilities	John Parent	28-Feb-22
Facilities	John Parent	28-Feb-22
Recreation	Tim Davis	28-Feb-22
Recreation	Tim Davis	28-Feb-22
School Committee	Roger Challen	28-Feb-22
Board of Health	Heather Alker	28-Feb-22
Board of Health	Heather Alker	28-Feb-22

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Board of Health	Heather Alker	28-Feb-22
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Board of Health	Heather Alker	28-Feb-22
EDC	Marijke Munsiff	28-Feb-22

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EDC	Marijke Munsiff	28-Feb-22

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Historical Comission	Kevin Miller and Anr	28-Feb-22
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individual request	see email	28-Feb-22
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Estimated Cost	Notes
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\$370,000	
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\$5000/union member	Are the safety employee requests the same request? Total dollar value need
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\$5000/union member	Are the safety employee requests the same request? Total dollar value need
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\$25-\$30/hour	Need total expected cost
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\$5,000	
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\$20,000-\$25,000	
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support expressed. Not a formal request	
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\$50,000-\$80,000	Additional \$500/year needed for licenses
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\$250,000	
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\$70,000	\$20/month ongoing subscription. The project description looks wrong on the
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\$500,000	May be support costs?
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\$300,000-\$400,000	
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\$120,000	
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\$18,000	bids in process
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\$50,000	Is this the same \$50K in the warrant? Number ARPA meeting was \$150K-200K
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\$400,000	
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Study In Process to Determine Cost	
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\$20,000	I believe this would be separate from the facilities request
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Costs pending Mass School Building Authority public meeting	
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\$5,500.00	
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already committed	
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by BoS for FY 23 and	
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\$101,824.66	comes off our total
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\$6,500.00
\$20,000
\$12,500

\$26,532

\$5,000 ARPA triggers an audit, BoS will vote on allocating this money in March

e submitted form but I think it matches this request

Request	Submitted By (Organization)
Tax Abatement/Relief	See notes
Wastewater Infrastructure	Need formal submis
Resolve drainage for Main Street	Need formal submis
Trash cans where public sidewalks are installed	Need formal submis
Dog Park	Need formal submis
1 Senior Center Renovations	Council on Aging &
2 premium pay for public safety employees	Officer's Union Loca
premium pay for public safety employees	Officers Union Loca

3	Part time mental health clinician	Youth and Family Se
4	Marketing and Outreach materials	Youth and Family Se
5	One year contract with interface referral service	Youth and Family Se
	Affordable housing opportunities	Need formal submis
	Upgrade town's website to support more collaborative features	Municipal Technolo
	Upgrade town's WiFi capabilities at specific town facilities	Municipal Technolo

Implement town-wide event scheduling and registration system	Municipal Technolo
Implement interactive conference room capabilities	Municipal Technolo
Fund sidewalk work from repairs to new installations	DPW
Premium pay for full and part time FD members	Fire Department

Purchase 600 voting devices/ 'clickers', including software and receivers, to enable voters at Town Meetings to vote electronically, in person	Town Clerk
Various ADA compliance issues throughout town buildings	Facilities
Lunblad Field Renovations	Recreation
ADA Upgrades to Facilities	Recreation
Greater Boroughs PH escalation	Board of Health
Staff Funding-Health Director staffing	Board of Health

Per Diem Vaccination Staff	Board of Health
Digitalization of septic files	Board of Health
Septic Software	Board of Health
National Grid Property in Downtown Southborough	Need formal submis
funding for signage to mark the Southborough Center Historic District, newly recognized (in December of 2021) by the National Register of Historic Places	Historical Comission
Economic support for residents who are not property owners and won't benefit from property tax relief (ex. renters who are coping with increasing monthly rent payments, adult children living at home because of the inability to earn a living wage, and seniors who have found it necessary to reside with their adult children due to inflation)	Need formal submis
Audit support	
Mini grants in the areas of Education, Arts & Culture and Environment in the Southborough	Southborough Com

Feasibility study to identify any regulatory issues presented in the current Southborough zoning bylaws that negatively impact affordable housing development and the creation of accessory dwelling units (ADU) throughout the community. The study should include an analysis of town owned parcels available for potential buildout.	SHOPC
Funding to support homeowners impacted by the COVID-19 pandemic. Potential to supplement a one-time needs-based abatement of property taxes for residents who are able to prove hardship status.	SHOPC
Feasibility study to determine the potential buildout and redevelopment of the South Union School at 21 Highland Street.	SHOPC
Feasibility study to determine capacity for implementation of wastewater treatment along Route 9 to increase capacity for economic development and potential affordable housing development.	SHOPC
Peninsula Trail	Trails
Shared Use Path Feasibility Study	Trails
Feasibility study boston worcester air line trail Southborough Trail Enhancements	

Submitted By (Individual)	Date Received	Estimated Cost	Survey	Supported By
		\$500,000 (now lower to get under 5%)	Property tax relief	Planning Board supports 1 time abatement; EDC supports modest targeted relief for residents
Commission		??		Planning Board supports route 9 public sewer or small wastewater treatment plant to support economic growth; EDC supports wastewater infrastructure for downtown and Inlet/Outlet pipe for potential wastewater system underneath Main Street
Commission		??		Planning Board supports resolving drainage for Main Street near Mauro's and train tracks drainage issues in the downtown
Commission	10-Feb-22	??		Request from individual
Commission	10-Feb-22	??		Request from individual
Douglas Peck (C)	2/12/2022 (CoA) 28Feb2022 (facilities)	\$370,000 (CoA), \$400,000 (Facilities)	Senior Center Expansion	Planning Board supports
Thomas Rock	13-Feb-22	\$5000/union member	bonus pay for town employees who performed essential work during the COVID-19 health emergency	
Kyle DeVincent	14-Feb-22	\$5000/union member		

Sarah Cassell	14-Feb-22	\$25-\$30/hour \$7800-\$31,200 depending on how many hours per week and one vs. 2 years	Youth and Family services outreach request to change to	Board of health supports requests by Youth and Family Services as well as any request by School district to support mental health initiatives.
Sarah Cassell	14-Feb-22	\$5,000	"increased mental health support services and outreach"	
Sarah Cassell	14-Feb-22	\$20,000-\$25,000	3/17 committee agrees to	Board of health supports requests by Youth and Family Services as well as any request by School district to support mental health initiatives.
ision		??		Youth and Family services sup
Angela Varner	1/31/2022, 2,	\$50,000-\$80,000	Upgrade the town website including consolidate d event scheduling and registration	Board of Health supports town wide evaluation of our website and the ability to conduct business and make payments online, something that is even more urgent during the pandemic.
Angela Varner	1/31/2022, 2,	\$250,000	Improve municipal wi/fi, cybersecurity and conference rooms	Board of Health supports town wide evaluation of our website and the ability to conduct business and make payments online, something that is even more urgent during the pandemic.

Angela Varner	1/31/2022, 2,	\$70,000		
Angela Varner	1/31/2022, 2,	\$500,000		Board of Health supports town wide evaluation of our website and the ability to conduct business and make payments online, something that is even more urgent during the pandemic.
Karen Galligan	15-Feb-22	\$300,000-\$400,000	Fund sidewalk work from repairs to new installations	Planning board supports sidewalks, connection from Fayville / Central St. Continuing across causeway to corner of White Bagely Rd / Boston Rd. EDC supports Improved connectivity through construction of sidewalks and connections to trails
Steven Achilles	15-Feb-22	\$120,000		

			Electronic clickers to enable anonymous in person electronic voting at town meeting	
Jim Hegarty	16Feb2022 at	18000; Increased to 18,600		
John Parent	28-Feb-22	\$50,000	ADA compliance upgrades to town facilities	
Tim Davis	28-Feb-22	Study In Process to Determine Cost	Lunblad soccer Field Renovation s request to change to indicate it will be a multiuse facility including dogpark "Lunblad field renovations to include multi-use sports fields, picnic area and dog park"	
Tim Davis	28-Feb-22	\$20,000		
Heather Alker	28-Feb-22	\$5,500.00	Board of health enhanceme nts to address	
Heather Alker	28-Feb-22	\$101,824.66		

Sarah Hoecker	17-Mar-22	\$50,000		
Sarah Hoecker	17-Mar-22	\$70,000		
Sarah Hoecker	17-Mar-22	\$20,000		
Sarah Hoecker	17-Mar-22	\$50,000		
		\$194,547	Improve town trail systems	
		\$75,000		

\$75,000

\$12,500

Notes

On 24Feb2022 approved this motion "The ARPA committee recommends dedicating \$500,000 to tax relief with \$400,000 applied to the roads budget and \$100,000 applied to other projects with a target of limiting the tax rate increase to less than 5% for FY 2023." Per revised rate no longer need \$500,000 to get under 5%. Do we want to re-visit this?

Route 9 feasibility a ways off (at least 6 months). John Wood will follow up with EDC to request more info from DPW. These projects are either already funded or too early in feasibility to consider. Remove from consideration.

Plan exists. Meme has reached out to Karen for this and will share specifics. This is already funded through other money. Remove.

This is a long term project that is on master plans radar; part of Lunblad Field proposal

\$20,000 has already been allocated for architectural drawings

Are the safety employee requests the same request?
Total dollar value needed.

Are the safety employee requests the same request?
Total dollar value needed.

Need total expected cost

School has offered \$12500 for 6 month contract (through
ports

Additional \$500/year needed for licenses

\$20/month ongoing subscription. The project description looks wrong on the submitted form but I think it matches this request

May be support costs?

bids in process

Is this the same \$50K in the warrant? Number ARPA mee

I believe this would be separate from the facilities request

\$50,000 of this is already committed by BoS for FY 23
and comes off our total

EDC to flesh out cost/administration etc.
Beth Dill from Trusts and Bev from food pantry will reach ARPA triggers an audit, BoS will vote on allocating this mc

There is a grant to do this

[illegible]

Andrea- email consultant and Mark purp

1) Can a single figure be provided? Should we assume there is \$31,200 of need?

1) Does the town pay for each referral (ie. The town pays \$250 for every use) or is it a flat contract fee and the cost per referral goes down as more people use it?

2) Is YFS still looking for the full 20K-25K or just to cover the back 6 months of '23 with the school district covering the first 6 months?

Joe

1) Does this address any security concerns?

2) Can we get a little more details on additional functionality

1) More detail on where \$250K comes from how it will be spent?

2) Does this address cybersecurity concerns?

<p>1) Will this save the town any money? Is this necessary or a nice to have?</p> <p>2) Do departments have any feedback or concerns about being integrated into one system?</p> <p>3) Is this adding any new functionality or just consolidating functionality that currently exists across multiple platforms? Will calendars all be consolidated and who can update them?</p> <p>4) Does this connect to the new town website?</p>	
<p>1) Select board has indicated we are renting an OWL to try mixed meeting. Price tag appears much lower than 500K. What is driving the high price tag?</p> <p>2) How long term would this solution be? Would we need to update technology within the next few years?</p> <p>3) How many people would this serve? Are there slightly less optimal but less expensive solutions?</p>	
<p>1) What could be done with additional funds?</p> <p>2) How hard would it be to connect causeways? Is there discussion between Trails and DPW around connectivity?</p>	

Tony

Andrea
invite Karen
to meeting

1) What is the timeframe for bringing to town meeting for a vote?

Meme

1) Is there a mandate/timeline that we must make these updates?

Anne

1) Can we get a diagram?

2) How do we address parking?

3) How does this potentially interact with the future Neary project?

4) What is school property and what is not? Does this limit any use?

5) Will the field also be fixed as part of this work?

John

1) Is there a mandate/timeline that we must make these updates?

Anne

1) Why would the FY24 funding not go to town meeti

<p>1) Is this necessary? What are the advantages?</p> <p>2) Does the software exist? If not what is the plan to develop? Is this being looked at in conjunction with IT?</p>
<p>1) Can the town purchase property without Town Meeting Approval (Select Board)?</p> <p>2) Can National Grid pitch a number?</p> <p>3) Would Select Board like to create a tangible for this</p>

Andrea

John

out. Potentially can do stipend to equalize property tax relief.
money in March

1) There have already been studies looking this.
What additional information would this provide?
just for the administration to happen by someone.
Does SHOPC have a recommendation for who
should administrate?

2) Can this serve other needs beyond property tax
assistance.

1) Is this already covered with a separate grant? John
1) Will there be any use restrictions (bikes?)

2) How functional is the path as is? What is the
additional functionality we gain? Joe

1) What is the chance that the feasibility study will
yield a doable project. Joe

1) Does this include shared use path feasibility? Joe

le for who available in town