

**Southborough ARPA Committee  
Wednesday January 19, 2022 6:30 pm  
Virtual Meeting held via Zoom**

Voting Members Present: Tony Schoner, Marnie Hoolahan, John Wood, Joe Palmer, Tim Martel (arrived at 6:47 pm)

Voting Members Absent: Andrea Hamilton, Anne Rubenstein

Non-members Present: Lisa Braccio,  
Ms Braccio called the meeting to order at 6:35 pm

**I. Introductions for members**

Members introduced themselves to other members of the committee.

**II. Review of Committee charge**

Ms. Braccio gave a quick review of the 7 member Committee make up  
(2 Capital committee members, 1 Advisory Committee member,  
1 Planning Board Member, 1 EDC member & 2 At Large residents.)

Ms Braccio went on to explain that the Town of Southborough received \$3,000,051.00 in ARPA funds that the committee is charged with soliciting feedback from the Town's depts., Boards, Committees and Residents, then reporting recommendations for use or uses to the Board of Selectman. Recommendations are due back by March 1, 2022 for any recommendations that potentially will impact FY23 budget funding for annual Town Meeting, and the ARPA Committees recommendations otherwise will be presented to the Board of Selectman at a regularly scheduled meeting no later than May 16, 2022

**III. Organization of Committee**

The organization of the ARPA Committee (Chair, Vice Chair & Secretary) was discussed by Members present and tabled until a full committee is present  
Committee at this point has decided to take turns writing meeting minutes (John wood to record mins of 1/19/2022 meeting)

**IV. Next Steps/ Meeting Schedule**

Marnie Hoolahan volunteers to formulate a document that will us to rate and evaluate eligibility criteria for ARPA funding requests  
Next meeting scheduled for January 25, 2022 at 7:30 pm via remote participation

**V. Other matters properly before the Committee**

None

## **VI. Adjournment**

Mr. Palmer made a motion to adjourn at 8:05pm. Seconded by Mr. Wood. The Committee voted 5-0 by roll call vote to approve the motion. [Martel, aye; Palmer, aye; Wood, aye; Hoolahan, aye; Schoner Aye].

Minutes submitted by John Wood Committee Member.

### **Documents Referenced During Meeting:**

- 1) Update ARPA Guidelines