

**Southborough ARPA Committee  
March 31, 2022  
Virtual Meeting held via Zoom**

Voting Members Present: Andrea Hamilton (Chair), Meme Luttrell (Vice Chair), Joe Palmer, Anne Rubenstein, Tony Schoener (Present til approx. 8:58pm) John Wood (joined at approx. 8:30pm), Tim Martel (joined at approx. 8:40pm)

Non-member Speakers: Mary Ann Anderson, Kevin Miller

**Call to order**

The meeting was called to order by Ms. Hamilton at 7:32 with Andrea Hamilton (Chair), Meme Luttrell (Vice Chair), Joe Palmer, and Anne Rubenstein in attendance.

**I. Review Fund Request Log**

There was no new submissions.

**II. Discuss any open items related to survey, public forum, or community outreach**

The raw data from the survey would likely be available by the next meeting. The forum went quickly with few participants. The mailer was arriving to support the survey, and the sign was up at the transfer station.

**III. Proposal Discussion: review proposals and identify open questions. Determine what follow ups needed (vote may be taken)**

No decisions were made about the funding of individual proposals. All are considered under evaluation until removed. The committee decided to reach out for further information to cover questions it had about specific proposals.

The tax abatement support would be an ongoing discussion. The waste water and Main Street proposals would potentially be discussed at later date if the projects were deemed suitable proposals (waste water had a grant already to get started). The dog park would be rolled into the Lunblad project proposal. Consideration of the senior center project would continue for recommendation. Discussion of premium pay for Fire, Police, town and School personnel would continue. Follow up on what the state would allot ARPA funds toward as well (with the consultant), which might overlap many of these categories.

Youth and Family services, Recreation, Board of Health, MTC, Trails and SHOPC would be queried for specifics about proposals, figures, programs, and strategic fit into town objectives. There were questions about some areas which might be able to attain CPA funding. The Committee also wished the Chair to inquire to the Select board regarding the use of ARPA funds to this point, and the intentions moving forward.

There was consensus that if a parcel of land was to be considered, there had to be a purchase figure proposed to the committee, and what approval would be necessary. The committee was interested in hardship relief beyond property owner relief.

Ms. Hamilton would reach out to the town consultant, the Board of Health, and the Town Manager. Ms. Luttrell would reach out to the Town Clerk. Mr. Wood would reach out to SHOPC, about the Lunblad project, and National Grid Proposal. Mr. Palmer would reach out to Youth and Family Services, Trails, and Schools. Mr. Schoener would reach out to MTC. Ms. Rubenstein would reach out to Recreation.

#### **IV. Evaluation approach discussion (vote may be taken)**

There was no substantial discussion.

#### **V. Next Steps**

Mr. Wood made a motion the minutes be accepted as written. Seconded by Mr. Palmer. The Committee voted 5-0-1 by roll call vote to approve the motion. [Hamilton, abstain; Luttrell, aye; Martel, aye; Palmer, aye; Rubenstein, aye; Wood, aye].

#### **VI. Administrative business**

- A. Vote on Minutes of March 10, 2022. Minutes were not presented or voted upon.
- B. Vote on Minutes of March 17, 2022. Minutes were not presented or voted upon.

#### **VII. Unfinished business**

None

#### **VIII. New Business**

##### **a. Public Comment**

Kevin Miller proposed the historical signs proposal worked in concert with other identity initiatives, projects and future events on the town calendar.

##### **b. Next meeting**

Thursday April 7, 2022.

#### **IX. Adjournment**

Mr. Palmer made a motion to adjourn at 9:55 pm. Seconded by Ms. Latrell. The Committee voted 6-0 by roll call vote to approve the motion. [Hamilton, aye; Luttrell, aye; Martel, aye; Palmer, aye; Rubenstein, aye; Wood, aye].

Minutes submitted by Joseph Palmer Committee Member.

**Documents Referenced During Meeting:**

- 1) ARPA Request Tracker 31MAR2022