

**Southborough ARPA Committee**  
**May 3, 2022**  
**Virtual Meeting held via Zoom**

Voting Members Present: Andrea Hamilton (Chair), Meme Luttrell (Vice Chair), Tim Martel, Joe Palmer, Anne Rubenstein, Tony Schoener, John Wood

**Call to order**

The meeting was called to order by Ms. Hamilton at 7:30.

**I. Discuss/Prepare final report and presentation for Select Board (vote may be taken)**

Ms. Hamilton presented a draft report of the recommendations by the ARPA Committee she prepared for the Select Board to the Committee. The Committee expressed its gratitude and admiration for her efforts. Several nominal edits were made, and a summary page of accepted proposals was added near the end.

**II. Next Steps**

To schedule a meeting with the Select Board to share the Committee's final report.

**III. Administrative business**

- a. Vote on minutes of March 10, 2022
- b. Vote on minutes of April 7, 2022
- c. Vote on minutes of April 21, 2022
- d. Vote on minutes of April 26, 2022

Ms. Rubenstein made a motion to accept the submitted minutes for March 10, April 7, and April 26 2022 as written. Seconded by Mr. Martel. The Committee voted to approve the motion by roll call vote. [Hamilton, aye; Luttrell, aye; Martel, aye; Palmer, aye; Rubenstein, aye; Schoener, aye; Wood, aye].

**IV. Unfinished business**

None

**V. New Business**

**a. Public Comment**

None

**b. Next meeting**

A proposed meeting with the Select Board on Tuesday May 17, 2022 to share the Committee's final report; With a prospective administrative meeting to follow on May 24, 2022.

## **IX. Adjournment**

Mr. Palmer made a motion to adjourn at 8:25pm. Seconded by Mr. Wood. The Committee voted 7 - 0 by roll call vote to adjourn. [Hamilton, aye; Luttrell, aye; Martel, aye; Palmer, aye; Rubenstein, aye; Schoener, aye; Wood, aye].

Minutes submitted by Joseph Palmer Committee Member.

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

- 1) The ARPA Committee Final Report to the Select Board