

ARPA Working Group Charge

Background

The Town has been allotted \$2 million under the American Recovery Plan Act (ARPA) to help the community cope with the public health and economic impacts of the pandemic. Our ARPA allotment is in addition to funds previously allotted by the Federal and State governments under CARES Act, the FEMA program and other sources. The Town Administrator and Finance Director's September 13th presentation to the Board (attached) summarizes the intent of the Act, the permissible and impermissible uses of ARPA funds, the results of preliminary brainstorming among staff as to potential projects/uses, and the process and timeline we will follow for engaging stakeholders and the public as we develop our ARPA spending priorities.

Purpose

The purpose of the Select Board's ARPA Working Group is to **develop a recommended spending plan** for the \$2 million ARPA funding allocation from the federal government.

Tasks

- Become familiar with the ARPA program guidelines and restrictions, with support from the Town Administrator and Finance Director.
- Expanding upon the initial brainstorming list developed by town staff, engage key Town departments, boards, and agencies in discussion about potential ARPA funding uses that meet priority town needs.
- Host one or more public meetings and develop other opportunities for public input that may be helpful, to provide the public the opportunity to shape ARPA spending priorities.
- Develop a recommended prioritized list of ARPA spending priorities for consideration of the Select Board.

Timeline

ARPA funds must be fully expended not later than December 31, 2024, except when used to fund eligible construction projects, in which case the deadline is December 31, 2026. The Select Board anticipates that the Working Group will be formed in early-October, engage stakeholders and the public in October and November, and prepare and present its recommendations by the end of the calendar year or as soon thereafter as possible.

Membership

The Working Group shall consist of 8 members, representing a mix of representatives of key boards and professional staff.

- 1 representative of the Select Board
- 1 representative of the Finance Committee
- 1 representative of the Capital Planning Committee
- The Town Administrator
- The Finance Director
- 1 Representative of the School Committee or its designee.
- 1 Representative of the Water Board or its designee.
- 1 Representative of the Council on Aging & Social Services or its designee.

Open Meeting Law and Public Records

The Working Group will be required to comply with the provisions of the Massachusetts Open Meeting and Public Records Laws.