

**TOWN OF WESTFORD  
ARPA COMMITTEE MEETING  
Minutes  
April 20, 2022**

**Members Present:** Dave Baczewski, Nanette Rogers, Greg Barrows, Bill Hill, George Lamphere, Martha Heath

**Members Absent:** Bree Drapa

**Also Present:** Callie Hamdy (Minute Clerk), Maura O'Brien, Fran Kazak, Ben Bornstein

The meeting was called to order at 7:00 p.m. and was held in person and via Zoom.

**CHANGES TO THE AGENDA**

There were no changes to the agenda.

**MINUTES**

Greg made a motion to approve the March 16, 2022 Minutes as written. Bill seconded. Motion passed 5-0, 1 abstained.

**ADMIN**

The next meeting will be May 18, 2022, 7:00pm in the Town Office and via Zoom.

**DISCUSS GUIDANCE FROM THE SELECTBOARD REFERENCE PRIORITIES AND DISTRIBUTION OF FUNDS**

The Selectboard confirmed that the ARPA Committee is still valid despite the recent changes in the Final Rule from Treasury. The Selectboard decided to claim the entire ARPA allotment as loss revenue.

The priorities were: the resilience of the town, having a stable budget and projects that would not add to the ongoing costs of the town, assistance to the non-profits in town but with the desire that the non-profits would eventually become financially sustainable, Town Office renovation including a feasibility study on how to improve and expand the building, and Wastewater.

The Selectboard does not want to distribute all the funds at once and would like \$200,000 held back for future projects beyond the first round.

**DISCUSS REQUIRED MODIFICATION TO PHASE 1-3 AND RUBRIC**

The Committee discussed changes to Phase 1-3 and Rubric. Bill provided a few changes to the rubric that had been submitted to the Selectboard in December 2021. Martha questioned the need for the Phase 1 application, which would simplify the process if removed. George will work on simplifying the application by the next meeting.

Martha and the Committee members discussed the ARPA survey and how it may inform the group. Ben Bornstein asked how those making proposals would know what the priorities are? Dave explained that the Committee will conduct an outreach scenario with the public.

**PUBLIC COMMENT**

There was no public comment.

The meeting adjourned at 8:20 p.m.