

**TOWN OF WESTFORD**  
**ARPA COMMITTEE MEETING**  
**Draft Minutes**  
**June 14 2022**

**Members Present:** Dave Baczewski, Nanette Rogers, Bill Hill, George Lamphere, Bree Drapa, Martha Heath

**Members Absent:** Greg Barrows

**Also Present:** Callie Hamdy (Minute Clerk), Maura O'Brien, William Cleary, Joel Fay, Pat Haller, Amber Haller, Patricia Hechmer

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.

**PUBLIC INFORMATIONAL MEETING**

Bree Drapa opened the Public Meeting. Bree briefly explained what the American Rescue Act (ARPA) was. Westford was given approximately \$632,000 from this program to help the community recover from the Covid-19 pandemic. The ARPA Committee came up with the rubric and process for ARPA money application and will make recommendations to the Selectboard, but ultimately the Selectboard has final say.

Bree explained the ARPA Rubric process. The ARPA Money cannot be spent on pension funds, replenishing, or paying off debt, no satisfactions of judgments. Otherwise, the categories for application are wide open.

Martha Heath added that the Selectboard is withholding \$200,000 for a second round of applications. This first round of spending will be more, \$432,000. Bree emphasized that the application can be sent in both handwritten or typed, physically or electronically.

Regarding Phase 1 Pat Haller asked when the rubric asks "who the project benefits" what is the group looking for? Bree explained that it would be who benefits from the project itself be it an organization, family, individual, etc.

Pat asked if the money could be spent before the 2024 deadline? That was correct, in fact the town has already spent some of the funds on immediate pandemic relief.

Maura asked if there's any ability to use the funds for federal matching grants? Yes, that was possible. The important with that type of request is it should be demonstrated that the grant has been received or a decision will be made in time so the committee can feel comfortable allocating the money within the timeframe. Pat Haller thanked the ARPA Committee members for their time and work put into the process.

The meeting adjourned at 7:45 p.m.