

ARPA Advisory Committee
Initial Organizational Meeting - November 17, 2022

Meeting Minutes

Members Present at Town Office: Mary Hysick, Fran Leavitt, Kathy Marchant
Members Attending via Zoom: Andy Iwaskiewicz

Meeting convened at 5:34 PM

Member discussion of candidate submissions for committee appointment

- Motion made by Mary to *Recommend Lindsay Fletcher for immediate appointment to the AAC. Seconded by Kathy. Unanimous Vote in favor.*
- Mary to inform SB via e-mail to Town Clerk
- Kathy Marchant to contact the other two candidates for additional information.
- Concerns about the appointment of a married couple were discussed.
- Possibility of leaving a vacant position for future appointments was considered potentially beneficial
- Conversation will continue at the next meeting.

Officer Elections

- Existing members would prefer to have more committee members appointed before electing officers so that all members may participate and be given equal consideration for those positions.
- Fran outlined the Selectboard's desire to have these positions filled.
- Motion made by Mary to *Rotate the leadership positions for each meeting, alphabetically by first name, beginning at the next meeting, until more committee members have been appointed.* Seconded by Andy. Unanimous Vote in favor.

Other Business

- Members agreed there is some urgency to effect the initial public outreach, likely with a mass mailing
- Mailing should include disclaimers about what ARPA money CANNOT be used for.
- Verbiage should be kept as simple as possible
- The possibility of an initial mailing with very open ended questions followed by a 2nd mailer with selections based on the post-vetted responses from the initial mailing.
- The next meeting should be focused on designing the initial mailing.
- Next meeting is December 8, 2022 at 5:30 PM. Agenda will include final discussions on candidate appointments and mailer design for public outreach.
- Officers for December 8th meeting: **Chair:** Andy **Vice Chair:** Fran **Sec:** Kathy

Meeting adjourned at 6:19PM