

Town of Belvidere
ARPA ADVISORY COMMITTEE

I. NAME

This body shall be known as the Town of Belvidere American Rescue Plan Act (ARPA) Advisory Committee, herein after known as the "ARPA Committee."

II. PURPOSE

The purpose of the ARPA Committee shall be to conduct community outreach for the suggested uses for up to \$109,000+/- of the Town of Belvidere's ARPA award and submit a list of recommendations to the Belvidere Selectboard for spending. Final decision on spending will be made by the Belvidere Selectboard.

III. DURATION

The ARPA Committee shall exist upon formation by the Belvidere Selectboard in a duly warned meeting until the obligations of all ARPA funds or December 31, 2024, whichever comes first.

IV. DUTIES AND FUNCTIONS

The duties and functions of the ARPA Committee shall include, but not be limited to:

1. Keep apprised of Current timeline of funding for obligation and spending as well as reporting
2. Communicate and collaborate with other Town commissions and committees, as appropriate
3. Communicate and collaborate with other neighboring ARPA advisory committees, as appropriate
4. Provide public education on the municipality's ARPA award
5. Carrying out community engagement and stakeholder outreach to invite and collect suggestions from the public
6. Gather and review suggestions pertaining to ARPA funds
7. Explore opportunities to leverage additional state and federal grant programs
8. Prioritizing qualified suggestions to make recommendations to the Belvidere Selectboard

V. MEMBERSHIP

1. The ARPA Committee shall have no more than five (5) members
2. Members shall be appointed by the Belvidere Selectboard; they shall be registered voters of Belvidere and shall include:
 - a) One (1) member from the Belvidere Planning Commission
 - b) Four (4) members from the community recommended to the Belvidere Selectboard by the Belvidere Planning Commission

VI. OFFICERS AND DUTIES

The members shall elect a Chair, a Vice Chair, and Clerk for the duration of the ARPA Committee.

VII. MEETINGS

The ARPA Committee is a Belvidere committee and shall comply with Open Meeting Law (OML). The Arpa Committee shall be responsible for education, or coordinating the education, of new Committee members on OML and ensuring that all requirements of this law are observed as it relates to the ARPA Committee.

The ARPA Committee shall decide its own meeting schedule and structure. It shall meet no less than one (1) time per fiscal quarter and will report to the Belvidere Selectboard as needed to meet ARPA reporting guidelines.

VIII. PUBLIC PARTICIPATION AND INVOLVEMENT

Public participation and involvement in the Committee's work is a high priority.

Originally approved by the Belvidere Selectboard on May 18, 2022

Amended by the Belvidere Selectboard on January 17, 2024