



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

American Rescue Plan Act (ARPA) Work Group

October 14, 2021

9:30am

Main Meeting Room, Town Hall, 933 Hopmeadow Street

SPECIAL MEETING AGENDA

Call to Order

- 1) Approval of Minutes
 - a. September 30, 2021
- 2) Discussion of process and potential uses for ARPA funds
 - a. Economic development and business recovery – stakeholder feedback
 - b. Other
- 3) Next steps and meeting date

Adjournment



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American Rescue Plan Act (ARPA) Work Group Special Meeting

Thursday, September 30, 2021

Main Meeting Room, Town Hall, 933 Hopmeadow Street

MINUTES – Draft

Members Present: Wendy Mackstutis, Jackie Battos

Staff Present: Amy Meriwether, Melissa Appleby

The meeting was called to order at 9:05am.

1) Approval of Minutes – September 14, 2021

The minutes of September 14, 2021 were approved by consensus.

2) Discussion of process and potential uses for ARPA funds

a. Non-profit application and timeline

The members discussed the process for non-profit organizations to apply for ARPA funding, and noted that they will be recommending three components to the full Board of Selectmen: total amount of ARPA funds to be made available to non-profits; total amount that a single organization may apply for; the threshold at which Board of Selectmen approval would be required. Discussion ensued regarding the potential administrative burden of processing the applications; Ms. Meriwether indicated that administrative costs can be covered by ARPA funds, if necessary. Ms. Meriwether said that there will be reporting requirements for the non-profits who receive ARPA funding from the Town, and that those requirements could be referenced in the award letter.

Ms. Mackstutis expressed an interest in developing a project sheet for each category of funding and standalone projects. After some discussion, the group decided that the relevant documentation can be uploaded to the Town website under each funding category, similar to the presentation of budget materials.

The members discussed bringing their recommendations to the Board of Selectmen at the November 8, 2021 meeting. They will recommend a funding pool of \$250,000 for the non-profit organizations, with a maximum request of \$25,000 for each organization. Exceptions would be permitted at the discretion of the Finance Director and Board of Selectmen. Requests greater than \$10,000 would be brought to the Board of Selectmen.

b. Other

Ms. Mackstutis and Ms. Battos discussed the need to hear from stakeholders on their needs. They will reach out to one or two stakeholders at a time to invite them to future meetings.

3) Next steps and meeting date

The next work group meeting was scheduled for Thursday, October 14, 2021 at 9:30am in the Engineering Conference Room.

The meeting was adjourned at 10:05am

Respectfully Submitted,
Melissa Appleby
Deputy Town Manager