

**Town of Shaftsbury**

**ARPA committee meeting**

June 3, 2022

Held at Cole Hall and remotely via the platform Zoom

**1. Call to Order by Town Administrator**

The meeting was called to order by chairperson Andrea Bacchi at 9 a.m. Members present were Rick Bennett, Betsy Habberfield, and Tony Krulikowski. Citizen Martha Cornwell was also present remotely.

**2. Conflict of Interest Statement**

No one reported a conflict of interest with any item on the agenda.

**3. Minutes**

Minutes were not distributed and were tabled to the next meeting.

**4. Committee goals and planning**

Mr. Bennett reported that he had checked with neighboring communities, which had already earmarked their resources.

Mr. Bennett suggested reviewing the draft postcard and getting it to a printer by the next meeting. That would allow for a July 1 mail date. Receiving responses will take a few weeks. Then someone will have to organize the responses. Teacher outreach should take place in August as well, with data arriving by October 1. The next month will be spent preparing the presentation. The presentation will be made at the November 7 Select Board meeting. Ms. Bacchi will send the postcard out ASAP.

Mr. Kiernan will send out VLCT's open meeting information.

Ms. Cornwell reported on what some other towns decided to spend their funds on – library and other non-profits, the fire department, the renovation of Benn Hi – all came to mind. She recommended talking to Callie Fishburn at BCRC and the BCRC website's Resource page.

Ms. Habberfield reported on her conversation with Jenny Rozycki at the McCullough Library. She suggested survey questions: what do you really love about living in Shaftsbury? What do you see as a problem – what do we need? What improvements do you consider a priority? What are your solutions as to how to improve life in Shaftsbury?

She said the principal of Shaftsbury Elementary agreed to share any survey questions with his summer school students. She will also reach out to the MAUHS principal, and to Scouts.

Mr. Krulikowski thought funds should go as seed money to the Community House, the fire department, the school.

Ms. Habberfield mentioned reaching out to Mr. Cassidy of the Historical Society. Mr. Kiernan said they are in need of funds.

Ms. Cornwell said BCRC might be able to help figure out how to direct matching funds to non-profits.

Mr. Kiernan suggested getting the survey answers back before discussing seed monies for non-profits.

Ms. Habberfield suggested having a stakeholders committee with, e.g., the fire department, the Community House, and so on. Mr. Bennett said he'd reach out to people he knows. The group discussed how to find out who the community organizations are. Ms. Habberfield volunteered to track down those organizations and reach out to them.

Ms. Cornwell said she thought the zoning administrator had lists of small businesses and perhaps community organizations. She thought the Women's Business Owners Network might have suggestions (or perhaps the organization This Way Up).

Ms. Habberfield suggested reaching out on Front Porch Forum. She volunteered to create a spreadsheet of contacts, a Google sheet.

Ms. Bacchi said if folks didn't care for her Google form, she could use another software program to create the survey.

#### 5. Public Comments

There were none.

#### 6. Other Business

Mr. Bennett will reach out to the Historical Society and the Community House to ask them to prepare to make a presentation.

He will create a stakeholders template email and share it with the committee ASAP.

Ms. Cornwell will make introductions to Lions and Fire Department.

#### 7. Review of Action Items

Mr. Bennett will look into building a mini-kiosk for the transfer station and the PO. Mr. Kiernan said a large bulletin board will be going up at the transfer station soon.

Mr. Kiernan said the Town could post things on its FB and Front Porch pages.

Ms. Habberfield will create a Google sheet of non-profits, businesses, others, farms. She will reach out to the Secretary of State for non-profit names. She will reach out to Mack Molding.

Mr. Krulikowski will report to the Select Board.

Ms. Bacchi will send around the postcard, the TypeForm survey template.

The next meeting will be held Thursday June 9 at 6 p.m.

#### 8. Adjournment

Ms. Bacchi moved to adjourn at 10:17 a.m. Mr. Bennett seconded the motion.