

ARPA Committee Meeting

July 1, 2022

Call to order

The meeting was called to order remotely via the platform Zoom at 9:05 pm. Present were Andrea Bacchi (chairperson), Naomi Miller, Tony Krulikowski, and Rick Bennett. Betsy Habberfield joined a few minutes later.

Conflict of interest

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

Minutes

Ms. Miller moved to approve the June 17 minutes. Mr. Bennett seconded the motion, which passed 3-0-1 with Mr. Krulikowski abstaining.

Goals and Planning

Ms. Bacchi reported that the postcard with the notice of the online survey went out the previous Thursday or Friday. She said she'd already gotten 28 responses to the survey. Mr. Kiernan reported that some cards had been returned to Town Hall.

Ms. Habberfield and Mr. Bennett previewed boxes and posters they'd created to distribute postcards at the transfer station and elsewhere. The group discussed their sizes, colors, and text layouts. Ms. Bacchi will send the two the QR code.

Ms. Miller will assist Ms. Bacchi in maintaining the data.

Boxes will be left at Clearbrook, PO, Mighty Food, the Chocolate Barn, Paulins, Town Hall, and the POs. Ms. Miller suggested putting out a message re the ARPA response card on a sandwich board placed at Buck Hill and 7A beginning mid-month. "Got your ARPA survey in?"

Mr. Bennett will check on how many cards are left in the boxes in a few days. If it appears necessary, he will ask Mr. Kiernan to have additional cards printed up. Others will check occasionally as well. The boxes will be retrieved on August 2.

Notices will be sent to Front Porch Forum weekly, the Shaftsbury Revitalization Digest, and Vermont News Guide. (The deadline for the latter is each Tuesday. Ms. Bacchi will send it to them.)

Ms. Bacchi will create a spreadsheet to track survey responses. Ms. Miller will tabulate the postcards through the third week of July (when she leaves on vacation for two weeks). Ms. Habberfield will take over at that time.

Ms. Miller wondered when the group will get together to begin their analysis. Mr. Kiernan suggested no earlier than the second week of August, when he and Ms. Miller will return from vacation. Mr. Bennett reminded the group that they would be seeking student input as well, once school begins. It was agreed that the next meeting and the first at which the analysis would begin would be August 12. At that time Ms. Miller and Ms. Bacchi would have aggregated and distributed the data. Ms. Miller suggested that the group could grapple with the data on that date and present it publicly on August 18.

It was agreed that nonprofit representatives will be invited to attend a July meeting. Mr. Bennett will invite the Historical Society to the July 7 meeting at 5 p.m. for a presentation to last no more than 15 minutes.

Ms. Miller asked that the ARPA meeting agendas should be time-limited. She suggested that two sub-committees be created – the production (Mr. Bennett and Ms. Habberfield) and the data analysis (Ms. Bacchi and Ms. Miller) subcommittees.

It was agreed that cards would not be distributed at the primary election. Posters could be placed around town and web postings could be made after August 1 inviting people to attend ARPA committee meetings.

Mr. Bennett created a list of events. He asked how the group should make use of those events and suggested it be discussed at the next meeting.

Public comments

There were none.

Action Items

Ms. Bacchi – QR code, VT News Guide, Front Porch Forum, Shaftsbury Revitalization, spreadsheet in Excel to track survey results

Ms. Miller and Ms. Bacchi – begin to tabulate postcard results

Each person will routinely check boxes that Rick will distribute to seven places

Mighty Food hours?

Betsy and Rick – posters and card signs

Adjournment

Mr. Krulikowski moved to adjourn at 10:25. Ms. Habberfield seconded the motion, which passed 4-0-0.