

TOWN OF WILLINGTON

AMERICAN RESCUE PLAN ACT (ARPA) COMMISSION

May 24, 2022, 6:30pm

Special Meeting

Town Office Building, Lower Level

Please Note: This meeting was recorded and may be [viewed on YouTube here](#)

1. Call to Order

C. Mailhos called the meeting to Order at 6:30pm

2. Roll Call

Christina Mailhos

Erika Wiczenski

Michael D'Amato (not present)

Stuart Fisher (via Zoom)

Troy Sposato

Donna Latinscics

Jennie Arpin

Robin Campbell (via Zoom)

Tom Smith (via Zoom)

Samantha Hills (not present)

Stuart Cobb

3. Public Hearing:

a) ARPA-13: Devices for Town Staff and Senior Center (\$38,460)

E. Wiczenski gave a brief overview of the project request which includes three separate components including a wireless internet upgrade at Town Hall, upgrades to the network closet at Town Hall and costs associated with the purchase of new devices for some Town employees.

No public comments were made, or written communications received regarding ARPA-13

b) ARPA-21: Fuel Bank and HH Heating Expenses (\$25,000)

J. Arpin explained that economic impact of COVID has increased the need for this type of support in Willington which necessitated this request. If approved, these funds would be used to cover home heating, oil delivery and repairs for residents in need.

E. Wiczenski clarified that following the receipt of requests for these funds, Human Services would utilize the funds from ARPA prior to using funds from the Departments operating budget. E. Wiczenski asked if these funds would be used to provide assistance to a greater number of families.

J. Arpin indicated the goal was to use the funds to be able to provide more assistance as currently, 100 gallons of heating oil, which is the current standard for support from the Fuel bank does not go very far.

E. Wiczenski stated that she felt that this was a great goal and that she hoped that by the winter oil prices had come down so that more assistance could be provided.

No comments were made, or written communications received regarding ARPA-21 by the public

c) ARPA-23: Summer Camp Supplement (\$36,238)

J. Arpin outlined the request on behalf of the Human Services and Parks & Rec Departments. The purpose of this request is to supplement the costs of summer camp at various increments over the next three years. In 2022 the ARPA funds would cover 100% of the costs associated with camp. In 2023 the funds would cover 50% and in 2024 25% with the intent of having the camp program fully self-sufficient for 2025. She indicated that to if approved, to ensure the funds are used correctly they had also developed a camp registration and attendance policy to ensure those that register actually attend camp.

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R.Campbell stated that she felt this was a great idea and that she was in full support of the request.

No comments were made, or written communications received regarding ARPA-23 by the public

d) ARPA-26: Forestry Plan for Mason Road Tract (\$2,800)

K.Demers explained that the purpose of the request would be to have a professionally prepared Forestry and Wildlife Management Plan developed for multiple open space parcels with a total of 182 acres. She further explained the benefits to having such a plan in place.

D.Schreiber stated that he felt that it was a good idea to spend some of the ARPA funds in an effort to keep the Town's open space healthy and in good shape.

C.Mailhos indicated that she noticed that the Town's open space parcels saw many more users during COVID and that she felt this was a good use of ARPA funds.

e) ARPA-27: Building Materials for Park Structure Maintenance (\$3,500)

K.Demers stated that the purpose of this request is to perform maintenance of existing trails which particularly during COVID saw higher levels of activity and therefore wear and tear but also to pay for the costs associated with the replacement of many of the small pedestrian bridges on these parcels.

No comments were made, or written communications received regarding ARPA-27 by the public

f) ARPA-28: Technology Upgrades at Senior Center (\$3000)

The project sponsor was unable to attend this meeting, so no discussion was held or action taken on this item. The project will be continued to a subsequent public hearing.

g) ARPA-29: ARPA Commission Public Hearing Expenses (\$2,000)

C.Mailhos explained that this request was to cover the costs associated with the ARPA Commission advertising and conducting the public hearings for these projects.

No comments were made, or written communications received regarding ARPA-29 by the public

4. Correspondence:

None

5. Funding Request Submissions- POSSIBLE ACTION

C.Mailhos and D.Latinsciis reviewed how any motion to fund the projects under consideration should be made and what they should include.

a) ARPA-13: Devices for Town Staff and Senior Center (\$38,460)

S.Cobb made a motion to approve ARPA-13 using Fund 19 in the amount of \$38,460. Second by T.Sposato

E.Wieczenski stated that the initial project request did not include contingencies for increased costs and that an additional position is to be added at the Senior Center which has increased the total for the project by roughly \$1,500, she also indicated that a 15% contingency would be appropriate to cover changes to cost which would bring the total amount to be funded to \$46,000

S.Cobb amended his motion to include the adjust cost of \$46,000. Second by T.Sposato

All in Favor. Motion Passes.

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b) ARPA-21: Fuel Bank and HH Heating Expenses (\$25,000)

S.Cobb made a motion to approve ARPA-21 using Fund 19 in the amount of \$25,000. Second by E.Wieczenski.

Abstention by J.Arpin, All other Members in Favor. Motion Passes.

c) ARPA-23: Summer Camp Supplement (\$36,238)

S.Cobb made a motion to approve ARPA-23 using Fund 19 in the amount of \$36,238. Second by R.Campbell.

Abstention by J.Arpin, All other Members in Favor. Motion Passes.

d) ARPA-26: Forestry Plan for Mason Road Tract (\$2,800)

R.Campbell made a motion to approve ARPA-26 using Fund 19 in the amount of \$2,800. Second by T.Sposato.

All in Favor. Motion Passes.

e) ARPA-27: Building Materials for Park Structure Maintenance (\$3,500)

E.Wieczenski made a motion to fund ARPA-27 in the amount of \$3,500 using Fund 19. Second by T.Sposato

All in Favor. Motion Passes.

f) ARPA-29: ARPA Commission Public Hearing Expenses (\$2,000)

R.Campbell made a motion to fund ARPA-29 in the amount of \$2,000 using Fund 19. Second by S.Cobb

All in Favor. Motion Passes.

E.Wieczenski and C.Mailhos discussed the specific funding timelines and that it was not indicated which tranche of funding these projects would be paid for with. C.Mailhos indicated that there was \$17,227 remaining which did not include monies there were returned to the fund because previously approved projects had come in under budget. Based upon the amount available, ARPA-26, 27 and 29 could be paid for using the first tranche of ARPA funding. It was further discussed that \$2,000 of the funds remaining within this current funding tranche could be used to cover some of the initial costs associated with ARPA-23. Funding for other projects would not be available under after July 1, 2022.

7. Present to Speak

P.Monty asked for clarification from the Commission that additional projects were still eligible for consideration.

C.Mailhos confirmed that was the case and gave an overview of the process for project submission, consideration and approval. She stated that she believed there was approximately \$442,000 left within the ARPA funding that was not yet allocated but that the currently pending project proposals were equal to or in excess of that amount.

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P.Monty further discussed a non-profit assistance application that was submitted to the EDC's Business Resilience Investment Grant program.

P.Latinscics asked if the final list of approved projects would be submitted to the Board of Finance for approval.

C.Mailhos explained that the projects would not be submitted to the Board of Finance for approval because the Ordinance which was adopted by the Town authorizes the ARPA Commission to appropriate ARPA funding.

P Latinscics asked why the ARPA Commission would not do so anyway to involve the Town's Finance Board to make sure there are no conflicts and that everything was above board and transparent.

E.Wieczenski clarified that C.Mailhos was a representative of the Board of Finance and that she did regularly provide updates on the ARPA Commission's actions. She further indicated that every meeting of the ARPA Commission was treated like all other Town Commissions. The meetings are held in public, recorded and minutes posted online.

8. Adjourn

E.Wieczenski made a motion to adjourn. Second by T.Sposato

All in Favor. Motion Passes. The Meeting was adjourned at 7:13pm

The next regular meeting will be held Monday, June 6th at 1:30pm

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