

**Town of Willington**  
**40 Old Farms Road, Willington CT**  
**American Rescue Plan Act (ARPA) Commission**  
**Regular Meeting | February 7, 2022**  
**1:30pm**

*THIS MEETING WAS HELD IN HYBRID FORMAT. THE RECORDING MAY BE VIEWED ON [WWW.YOUTUBE.COM](http://WWW.YOUTUBE.COM)*

**1. Call Meeting to Order**

E. Wiecenski called the Meeting or Order at 1:34pm. Members present include:

Erika Wiecenski	Stuart Cobb
Robin Campbell	Thomas Smith
Jennie Arpin	Troy Sposato
Christina Mailhos	Samantha Hills
Michael D'Amato	

**2. Appointment of Chairperson**

Motion to Appoint C. Mailhos as Chair by Tom Smith. Second by R. Campbell. All in Favor with C. Mailhos Abstaining. **Motion Passes.**

A brief discussion was held by the members on C. Mailhos's responsibilities as Chair of the CIP Committee

**3. Appointment of Recording Secretary**

Motion to Appoint M. D'Amato as Recording Secretary by E. Wiecenski, Second by R. Campbell. All in Favor with M. D'Amato abstaining. **Motion Passes.**

**4. Approval of Minutes**

Motion to Approve January 24, 2022 Special Meeting Minutes by E. Wiecenski, Second by T. Smith.

Discussion by S. Hills indicating that minutes should be modified to reflect that she abstained from the meeting calendar vote.

Motion to approve with the specified change as discussed. All in Favor. **Motion Passes.**

**5. Approval of Meeting Calendar**

Motion to Approve upcoming meetings: February 28 2022, March 7, 2022 and March 21, 2022 by R. Campbell, Second by M. D'Amato. All in Favor. **Motion Passes.**

**6. Discussion of submission process and forms**

C. Mailhos referenced a communication received by S. Hills regarding the review process and what should be considered.

S. Hills explained the memo she had submitted to the Commission and why she felt the approach outlined within the memo was appropriate.

J. Arpin outlined a proposal that was submitted by the Willington Human Services Department including; a request for new computers at the Senior Center (\$2,000), a generator for the Senior Center (\$5,000), Premium Pay for Human Services staff (\$15,556), a storage shed for the Senior Center (\$3,000) a Veteran's Assistance Fund (\$50,000) and a Housing Repair Fund (\$50,000).

T. Smith spoke about his thoughts as to how the Commission should address the most immediate needs of the community on the short term while they review the more long-term requests

C. Mailhos asked E. Wiecenski to explain the duties of the Commission and clarify the process to allocate ARPA funding and if additional Board approvals were necessary. E. Wiecenski indicated that the ARPA Commission had the authority to allocate and authorize the expenditure of funds without the need for additional approvals by other Boards or the need for a project to go before Town Meeting.

C. Mailhos outlined a request from the CIP Committee to consider funding a list of potential projects totaling \$473,000 that would then not need to be funded by the taxpayers in the Town's CIP plan. The requests are: WHFD & WFD1 Radios for FD use (\$257,000), WHFD SCBA Airpacks (\$137,000), Public Works Generator (\$69,000), BOE HMS Band Room AC (\$20,000), Parks & Rec Pavillion for workout area (\$30,000).

S. Hills and M. D'Amato discussed a \$300,000 request from the Economic Development Commission for Small Business Grants. The details of the request and the program being proposed by the EDC were reviewed.

A discussion was held regarding the language and the process followed to adopt the Ordinance and the powers of the Commission. The Commission discussed how to solicit requests, what should be included in each request and if certain projects should receive priority funding based upon the project category. How each project should be evaluated and reviewed, and the various funding categories was also discussed.

The Commission continued to discuss the format of submissions and using the Town's OpenGov permitting system as a method for receiving and tracking the necessary submission information based on the potential length of each project.

S. Hills: Motion to Accept the discussed submission format, subject to final review by the Commission and to begin considering more emergent requests already submitted to the Commission for review beginning at the next meeting in February. Second by R. Campbell. All in Favor. **Motion Passes.**

Motion to Adjourn by T. Smith second by E. Wiecenski. All in Favor. **Motion Passes.**

The meeting was adjourned at 3:05pm

RECEIVED  
WILLINGTON, CT.

2022 FEB 24 A 9:46

  
TOWN CLERK