

**INTRA-BOARD ADVISORY COMMITTEE
MINUTES
TOWN HALL MEETING ROOM
JANUARY 26, 2022**

PRESENT: First Selectman Mark Fiorentino; Sarah Thrall (Representative for BOE); James Tspatsinos via telephone (BOF Representative)

Ex-Officio Non-Voting Members: Erica Robertson, Town Manager; Jordan Grossman, Ed.D. Superintendent of Schools; Anna Robbins, BOE Business Manager

First Selectman Mark Fiorentino called the meeting to order at 8:06 a.m.

1. Committee Charge and Introductions

Town Manager Erica Robertson noted at its' last meeting, the Board of Selectmen made the decision to re-establish the Intra-Board Advisory Committee (IBAC) with a new charge. The committee will study topics of importance to the Town at the discretion of the First Selectman. At this time, the focus will be on the American Rescue Plan Act (ARPA) and how the money will be spent. The Town will receive a total of \$3.4M. Currently, half of the money has been received and it is in a special fund. The second payment is expected in June of this year. The first report is due in April and the funds need to be obligated by December 31, 2024. There are currently many projects in "draft" format which must be completed, and the money spent by December 31, 2026.

2. Coronavirus State and Local Fiscal Recovery Funds (SLFRF)

The "Interim Rule" came out last spring and was very cumbersome. The money was in categories that small governments did not have a lot to do with, i.e., water, sewer treatment plants, broadband, etc. The money can be used to mitigate COVID economic and health impacts. etc. On January 6th, the "Final Rule" came out with a category "Lost Revenue". The previous formula required a lot of work and was based on the calendar year (not the fiscal year) and an assumed growth of 4.1%. With the new rule up to \$10M can go toward lost revenue. This means all the Town's allotment can be used for lost revenue and the reporting is much easier.

Next Steps:

- Confirm what is going to be done, standard allowance, etc.
- Discuss BOE projects
- Look at projects that work together with BOE and the Town
- How do we work with these funds and how do they affect the budget?

The Town Manager noted there are certain things that cannot be done with the money, such as put it towards the pension fund, rainy day fund, etc. There is a working group out of CCM that is available to provide some assistance, in addition to CRCOG and the U.S. Treasury.

M. Fiorentino encouraged the Town Manager and the Board of Education to create a list of ways the money could be spent. A set of criteria for all possible projects should also be established. All will projects will be vetted. He suggested the following criteria:

- Avoid projects that include ongoing cost obligations to the Town (if possible)
- Consider projects that are outside of normal budgets
- Projects that increase capacity to provide services or fill needs
- Stand-alone projects (to the extent possible)
- Stand-alone projects are preferable.

Comments:

- J. Tsapsinos suggested some of the money be used for consultants regarding the dispatch emergency system.
- A. Robbins noted putting funds in the consulting definition of a project is important. To do it well, the planning component should be in the forefront.
- E. Robertson felt this is a good start and a spreadsheet of the proposed projects will be created.
- M. Fiorentino noted he would like to have a hedge to protect the main project in the event things cost more than estimated. There were no objections. K. Cheng and A. Robbins will make a recommendation for the next meeting with either a percentage or dollar amount.

At the next meeting, a deadline will be set and a final list of projects will be started, as well as a description and estimated cost. M. Fiorentino noted he would like to put CPAC (Capital Program Priority Advisory Committee) back together and the list of projects will benefit this effort eventually.

E. Robertson noted at this time, it seems like we will not be getting the grant for the walking trail at Salmon Brook Park. In addition, she noted the Farmington Valley Health District has a sub-group discussing ARPA and are inquiring if some Towns in the district can supply a portion of their ARPA money to the FVHD.

CONFIRM NEXT MEETING

The next meeting will be held on February 23, 2022 at 8:00 a.m.

ADJOURNMENT

The meeting was adjourned at 8:56 a.m.

Respectfully submitted,

Kathy Kane
Recording Secretary