

Isle La Motte ARPA Committee Meeting  
Regular Meeting  
24 August 2023  
6:30 pm  
Town Office at Isle La Motte School and Zoom

**In Attendance** : Steve Stata, Carol Stata, Barbara Callahan, Mary LaBrecque, and Mark Dostaler

1. The meeting was called to order at 6:30 pm by ARPA Committee Chair Steve Stata.

**2. Approve Meeting Minutes of 08/02/2023** : The meeting minutes were not available. It was decided to approve them at the next meeting.

**3. Approve Rules of Procedure** : Chair Stata inquired of the group if they wanted to use the rules of procedure or follow Robert's Rules of Order. Barbara Callahan inquired about how many minutes to give for public comment. There was some discussion around when in the meeting to provide time for public comment. Mark Dostaler added that if comments are not pertinent to the meeting that they be put on the next meeting's agenda. Barbara Callahan made the motion to adopt Robert's Rules of Order, seconded by Mark Dostaler. All in favor.

**4. Approve Conflict of Interest Policy**; Barbara Callahan made the motion to approve the Conflict of Interest Policy, seconded by Carol Stata. All in favor.

**5. Survey Questions** : Chair Stata commented that he had received sample survey questions from South Hero and Alburgh. There was discussion about whether to participate with the Planning Commission on a survey, and if the ARPA questions would get lost within their survey. Another discussion ensued about the amount of ARPA funds available. Mary LaBrecque noted that out of around \$146,000 available, \$50,000 has been committed to starting the digitization of records, \$19,000 for School to Town Office transition expenses, and around \$1300 for the flag project completed earlier in the year. Mark Dostaler mentioned piggy- backing on another project to ensure it ( the original project) was completed. There was consensus about making a large effort to reach as many town people as possible. Mark Dostaler suggested limiting our survey to 6 questions, and inquired whom the survey would be sent to. Chair Stata replied that in Alburgh the survey was sent to full time residents, part time residents and former residents. Four questions formulated by the committee are :

1. Should the Town spend the ARPA money on something that everyone in the town can use ?
2. What is your motivation for living/being in Isle La Motte ?
3. Is there anything in the community that could be enhanced for the benefit of all ?
4. If we haven't touched on your idea, what do you think is an appropriate use of the ARPA money ?

**6. Discuss/Act on Evaluation Criteria:** Chair Stata passed around a list of possible evaluation criteria (see attachments). There was some discussion around Open Meeting Law, and if sending out information for use during the meeting is in compliance with the law. The general consensus is that as long as there is no discussion, we are within the confines of the Open Meeting Law. There was more discussion about the list of criteria, in particular piggy backing off of grants that the Town receives. Mark Dostaler asked if the Select Board has a wish list of grants they are applying for. Mary LaBrecque replied that most of the grants are for roads, and many have application due dates that are up to a year away, Chair Stata suggested using State Aid to Highways to pay for a paving project, and using ARPA money to complete the work as a possibility. There was also discussion about the amount of Grant money potentially available, and the need for a Town Plan to take advantage of some of this potential funding. Chair Stata requested that the committee members review the list he provided and be prepared to discuss at the next meeting.

**7. Public Participation:** Chair Stata commented that in his opinion we should allow a period of time for questions and comments from the public. Mark Dostaler replied that every meeting has an agenda and at the end of the meeting, if there is something new, it should be added to the agenda for the next meeting. Barbara Callahan inquired about acknowledging "other business" at the beginning of the meeting, for discussing at the end. Steve Stata responded that Catherine Dimitruck had stated that even discussing an item not on the agenda is discouraged. After further discussion, a motion was made by Mary LaBrecque to set aside time at the end of each meeting for public discussion, second by Carol Stata. All in favor. Chair Stata requested that the agenda be posted on Front Porch Forum. Clerk Mary LaBrecque agreed to do this. There was some discussion about contact information for Board members. Motion to adjourn at 7:32 pm made by Carol Stata, seconded by Mary LaBrecque. All in favor.

Respectfully submitted,  
Mary LaBrecque

# Ideas for Possible Evaluation Criteria

- Does proposal cost estimate exceed current balance of ARPA funds
- Does proposal encumber future town monies for ongoing maintenance etc
  - Increase tax levied
  - Need to seek additional funding from grants etc
- What community within the town does the proposal benefit
  - How large is beneficiary community (percentage to total town population)
- Does the proposal reduce future town tax
  - How
- Will the proposal be fully funded through ARPA funds