

# ARPA Committee Meeting Minutes

## February 27, 2023 at 09:30am

### Zoom Teleconference

#### Attendees:

John Kaufman

Kate Reid

Scott Triola

- **Approve prior meeting minutes**
  - Prior meeting minutes were not distributed for this meeting. Minutes will be reviewed/approved at the next meeting.
- **Discuss potential ARPA funding for FY24 capital items**
  - Scott Triola informed the ARPA Committee that the potential use of ARPA funds was being discussed by both the Carlisle Finance Committee and Select Board during FY24 budget discussions. This would likely also be a topic of discussion in the joint FinCom/Select Board meeting on Feb 28, 2023.
  - The ARPA Committee briefly discussed the potential use of ARPA funds for FY24 capital items including (but not limited to) the Carlisle Public School elevator and wastewater HVAC MUA. (No ARPA requests had been submitted for these items.)
  - No formal positions were taken, but there was general agreement that ARPA funds could be used for FY24/FY25 non-recurring budget items provided that a reasonable amount of ARPA funds remained to support additional projects outside of the normal budgeting process.
  - This FY24 budget discussion will continue in the coming weeks. Scott Triola posted a joint ARPA/Select Board/FinCom meeting for February 28, 2023 as further discussion on this topic is expected at that meeting.
- **Review and discuss ARPA funding request for “New Phone System for Town Offices and Carlisle Public School”.**
  - The ARPA Committee reviewed the \$62,775 request for the new Town/CPS phone system submitted by the Town Administrator and CPS Superintendent.
  - Kate Reid is knowledgeable about this project and confirmed that all key stakeholders supported the proposed new phone system.
  - Scott Triola commented that this project had been discussed for several years and it was important to implement ASAP given the widespread issues of the current phone systems and lack of previous agreement on a solution.
  - *MOTION: ARPA Committee recommends that the Select Board approve \$62,775 in ARPA funds to be used for the purchase and install of a new phone system for Town Offices and Carlisle Public Schools as requested by Carlisle Public Schools, Carlisle School Committee, Select Board and Town of Carlisle.* Motion made by Kate Reid, seconded by John Kaufman. Motion passed 3-0.

Meeting adjourned at 10:12 AM. Motion made by Kate Reid; seconded by John Kaufman.  
Motion passed 3-0.

(These minutes include all motions made and votes taken during this ARPA meeting.)  
Minutes taken and submitted by Scott Triola.