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By Darlene Brady at 3:51 pm, Nov 08, 2021

TOWN OF KENT

ARPA Assessment Committee

Special Meeting Minutes
Wednesday, October 27, 2021 @ 4:30p

Members in attendance:

Barbara Herbst

Connie Manes

Jean Speck

Joe Agli

Patricia Oris

Guests and members of the public in attendance:

None

The meeting was called to order at 3:04 pm

Connie Manes made a motion to approve the agenda for the meeting. Jean Speck seconded the motion. All members approved the agenda

Connie Manes made a motion to approve the minutes from the last meeting, October 20, 2021. Jean Speck seconded the motion. All members approved the minutes.

Barbara Herbst noted that members of the public are contacting the committee to request applications for ARPA funds. There are no applications available at this stage, so Barbara has been responding with an invitation to participate in a Focus Group.

Comments made during a review of the draft survey:

- Add Sharon's introduction (2 paragraphs) to the beginning of our survey
- Edits to list of possible or approved uses for ARPA funds: 1. Delete line about giving people money to pay bills, 2. Add specific line about recreational services, including those for senior centers, 3. Add line about helping people with basic technology needs
- Change the word 'enthusiastically' support to 'strongly' support
- Add a \$10K + category to list of losses/expenses

These are draft minutes. Corrections may be made by the Committee at a subsequent meeting. Please refer to subsequent meeting minutes for possible corrections and approval of these minutes.

ARPA Assessment Committee charge: *to conduct a needs assessment to make recommendations to the BoS on potential uses for the ARPA funds.*

This institution is an equal opportunity provider and employer

41 Kent Green Boulevard, P.O. Box 678 Kent, CT 06757-0678

Phone: (860) 927-4627 □ Fax: (860) 927-1313 www.townofkentct.org

Jean Speck will send the final survey draft to ARPA Committee Members on Friday, October 29th

All Committee Members should complete the survey themselves, and comment. This will be the last chance to comment.

The goal is to send the final survey out to the public on Saturday, October 30th.

Comments made during a review of the postcard:

- Email inquiries regarding focus groups should go to arpa@townofkent.ct.org
- Jean Speck will generate a survey link/QR code for Patricia Oris to include on postcard with a line that reads "Use QR code to the right to access survey"
- Patricia will enlarge the postcards size to 7"x5" or 8" x 6"
- The card that appealed most to committee members was the earth-toned one with books.
- Joe Agli felt the postcard was too wordy and would prefer a graphic of the Town of Kent seal

The meeting was adjourned at 4:20 pm

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