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By Darlene Brady at 9:11 am, Jan 18, 2022

TOWN OF KENT

ARPA Needs Assessment Committee

Special Meeting Minutes
Wednesday, January 12, 2022 @ 4:30p

Members in attendance:

Connie Manes
Barbara Herbst
Joe Agli
Patricia Oris
Glenn Sanchez
Ruth Epstein
Craig Bibb

Guests and members of the public in attendance:

Lynn Worthington

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1. The meeting was called to order at 4:31 pm
 2. The agenda for the meeting was approved on a motion made by Barbara Herbst and seconded by Patricia Oris.
 3. A motion was made by Patricia Oris and seconded by Barbara Herbst to approve the minutes of the 12/15/21 meeting. All approved except Ruth Epstein who abstained (not present at the meeting)
 4. A motion was made by Barbara Herbst and seconded by Patricia Oris to approve the minutes of the 1/15/22 meeting. All approved except Ruth Epstein who abstained (not present at the meeting)
 5. Discussion ensued regarding the Needs Assessment Survey
 - 159 responses thus far
 - Deadline for survey submissions extended to end of January 2022
 - The survey was sent to the town's constant contact list 3 times (1395 recipients each time)
 - Additional notices on social media are planned to try to gather more responses
 6. Discussion ensued regarding the Needs Assessment Focus Groups
 - All focus groups will be held via zoom on February 5, 2022
 - Committee members were asked to develop list of people to invite to the focus groups
 - Ruth Epstein will focus on developing a list of social services providers to invite

7. The next meeting of the ARPA Needs Assessment Committee will be on Wednesday, January 19th at 4:30 pm
8. The meeting was adjourned at 5:48 pm

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.

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