

TOWN OF STAFFORD
SPECIAL TOWN MEETING
September 29, 2021

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TOWN CLERK

3 pages

2 attachment

First Selectman Mary Mitta called the Special Town Meeting to order in the John E. Julian Great Room of the Stafford Community Center at 6:30 pm. Forty electors and those eligible to vote in Town Meetings were present. First Selectman Mitta led the legislative body in the recitation of the Pledge of Allegiance.

John Locke, Sr. proposed Edward Muska as Moderator of the Meeting. Beth DaDalt seconded the motion. Edward Muska was named Moderator of the Town Meeting.

Beth DaDalt proposed a motion to waive the reading of the call of the meeting which was duly posted in the Journal Inquirer on September 23, 2021 and posted in the office of the Town Clerk on that same day. Lisa Baxter seconded the motion.

David Lucia proposed the following motion:

"I move that the Town of Stafford approve a transfer of \$60,000.00 from Assigned Fund for Revaluation item #20-99-9996 to Assessors Revaluation line item #20-140-3575 for FY 20-21 as recommended by the Board of Finance at their June 7, 2021 meeting."

John Locke, Sr. seconded the motion. Hearing no discussion, Moderator Muska called for a voice vote and declared the motion approved unanimously.

Joseph Lorenzetti proposed the following motion:

"I move that the Town of Stafford approve a transfer of \$47,100.00 from 20-99-099-977 Transfer In (Combined Utility Projects) to line item 20-180-3200 Legal Services for FY 20-21 as recommended by the Board of Finance at their June 7, 2021 meeting. "

Richard Hartenstein, Jr. seconded the motion. Hearing no discussion, Moderator Muska called for a voice vote and declared the motion approved unanimously.

Mark Morrison proposed the following motion:

"I move that the Town of Stafford approve a transfer of \$52,000.00 from the BAN Premium to line item # 20-481-9350 Transfer Agent Fees/Issuance Costs for FY 20-21 as recommended by the Board of Finance at their June 7, 2021 meeting."

Joseph Lorenzetti seconded the motion. Hearing no discussion, Moderator Muska called for a voice vote and declared the motion approved unanimously.

Richard Hartenstein, Jr. proposed the following motion:

"I move that the Town of Stafford approve a transfer of \$40,000.00 from Fund 66 (constable reimbursement) to 20-241-3400 vehicle purchase for FY 20-21 as recommended by the Board of Finance at their August 30, 2021 meeting."

John Locke, Sr seconded the motion. Hearing no discussion, Moderator Muska called for a voice vote and declared the motion approved unanimously.

Mary Lucia proposed the following motion:

"I move that the Town of Stafford approve a transfer of \$22,965.40 from the General Fund to 20-280-4115 recycling for FY 20-21 as recommended by the Board of Finance at their August 30, 2021 meeting."

David Lucia seconded the motion. Hearing no discussion, Moderator Muska called for a voice vote and declared the motion approved unanimously.

Nancy Ravetto proposed the following motion:

"I move that the Town of Stafford approve a transfer of \$26,846.97 from the General Fund to 20-280-4125 trash disposal for FY 20-21 as recommended by the Board of Finance at their August 30, 2021 meeting."

Lisa Baxter seconded the motion. Hearing no discussion, Moderator Muska called for a voice vote and declared the motion approved unanimously.

Beth DaDalt proposed the following motion:

"I move that the Town of Stafford adopt an ordinance establishing an American Rescue Plan Act Commission, as attached and made available for distribution to the Town Meeting."

Alex Moore seconded the motion.

Moderator Muska introduced Grant Writer & Marketing Specialist Amber Wakley who presented a brief program overview of the 150 page American Rescue Plan Act. (presentation document attached)

The overview included summary expenditures, eligible and ineligible uses of grant funds, and example projects. Answering questions from the assembly, Amber Wakley indicated that the group would be committed to transparency, bring in advisors as needed, and will welcome and solicit community input.

With no further discussion, Moderator Muska indicated that there was an amendment to the ordinance.

Beth DaDalt made a motion to amend the wording in Ordinance Item 1 (d) to read, "A current Law Enforcement Officer". Richard Hartenstein, Jr. seconded the proposed amendment and after a voice vote with no dissension, Moderator Muska declared the proposed amendment adopted.

Miriam "Mickey" Kramer proposed an amendment to the original ordinance to include 1(j) "A current member of the Stafford Public Health Community". William Morrison seconded the proposed amendment and after a voice vote with no dissension, Moderator Muska declared the proposed amendment adopted.

With no further discussion, William Morrison asked the Moderator to Move the Question.

Moderator Muska, called for a voice vote on the ordinance, as amended. Hearing no dissension, Moderator Muska declared the ordinance approved as amended. (Ordinance attached)

With no other business to come before the Town Meeting, Moderator Muska entertained a motion to adjourn by John Locke, Sr. and seconded by Alex Moore. The Town Meeting was adjourned at 7:01 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Karen G. Troiano", written in a cursive style.

Karen G Troiano
Stafford Town Clerk

Ordinance to Establish an American Rescue Plan Act Commission

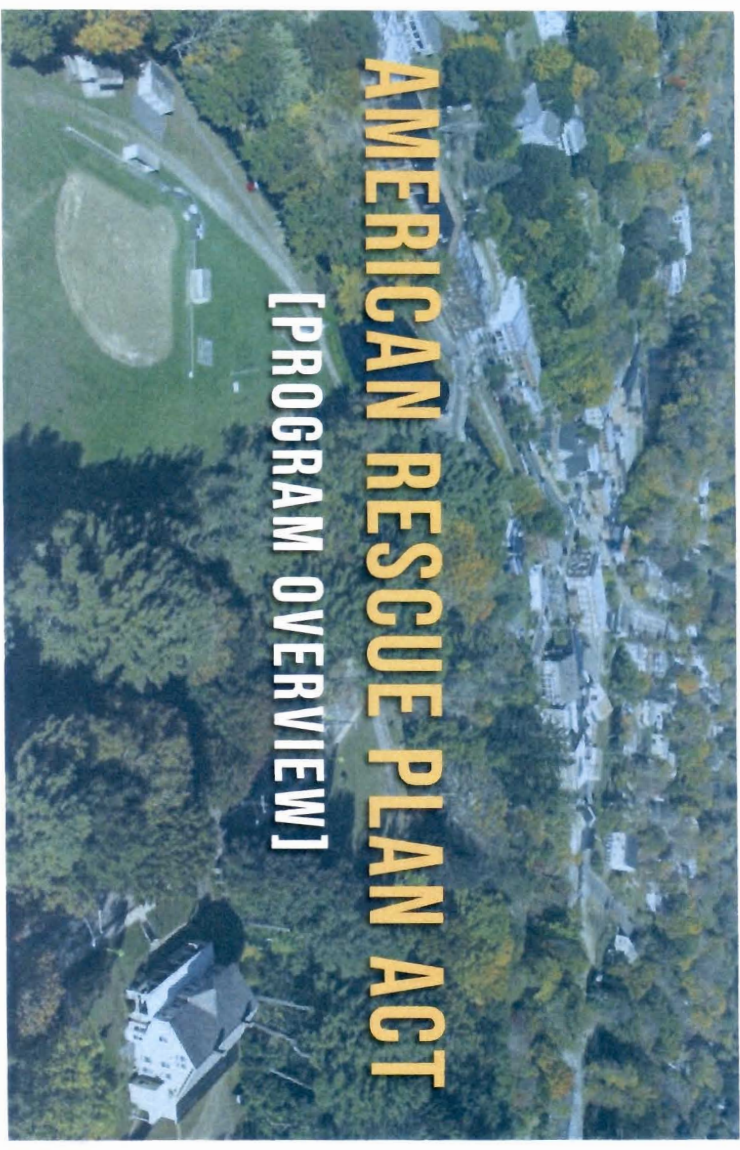
There is hereby established a Municipal American Rescue Plan Act Commission created for the Town of Stafford to manage the disbursement of funds provided to the Town of Stafford under the American Rescue Plan Act. Working in the best interests of the community, the Commission will respond to the Covid-19 public health emergency and its negative economic impacts.

1. The Commission shall consist of the following town officials and community members, who shall be appointed by the Board of Selectmen in accordance with the requirements of C.G.S. Sec. 9-167a and shall serve without compensation:
 - a) The current Emergency Management Director
 - b) The current Chief Financial Officer
 - c) The current Town Clerk
 - d) A current Law Enforcement Officer
 - e) The current Water Pollution Control Superintendent
 - f) The current Grant Writer & Marketing Specialist
 - g) The current First Selectman
 - h) A current Recreation Commissioner
 - i) A current Board of Finance member
 - j) A current member of the Stafford Public Health Community
2. In the event that any member of the Commission no longer holds the Town office which has qualified him/her to be a member of the Commission, then the term of said member shall end, and the Board of Selectmen shall fill said vacancy as provided herein.
3. Vacancies on the Commission shall be filled by the Board of Selectmen, provided that any appointment shall be of an individual who holds one of the town positions which are described herein.
4. The Commission will terminate at the time that all ARPA funds have been expended, and the commission has satisfied and fulfilled all grant obligations.
5. The Commission shall appoint a chairperson from among its members.
6. The Commission shall have the following duties and responsibilities:
 - a) The Commission shall be the Grant Administrator for the ARPA funds.
 - b) The Commission shall develop a multi-year spending plan.

- c) The Commission shall encourage, facilitate and solicit input from the community.
- d) The Commission shall educate the public via a hosted presentation and ARPA Fund updates.
- e) The Commission shall identify projects among categories of eligible use and follow current procurement procedure ordinances.
- f) The Commission will be responsible for appropriate use of funds, shall create internal local controls, shall document expenditures, and be subject to audit.



TOWN OF STAFFORD
SEPTEMBER 29, 2021



AMERICAN RESCUE PLAN ACT (ARPA)

- The American Rescue Plan Act (ARPA) is a \$1.9 trillion package that includes direct relief to states, counties, cities, and towns, as well as public utilities, libraries, and transit agencies.
- From that package, \$350 billion was allocated for states, municipalities, counties, tribes, and territories through the e Coronavirus State and Local Fiscal Recovery Funds (SLFRF).
- On May 10, the U.S. Department of Treasury released an **Interim Final Rule**, an analytical documents outlining eligibility criteria for the use of funds, compliance and financial reporting.
- Connecticut towns and cities will be receiving \$2.55 billion statewide, with \$1.56 billion to general government and an additional \$995 million to boards of education.

AMERICAN RESCUE PLAN ACT (ARPA)

- Stafford is entitled to receive \$3,519,740.29
- The funds come in two equal tranches:
 - Tranche 1:** \$ 1,759,870.14 (*received June 25*)
 - Tranche 2:** \$ 1,759,870.14 (*2022*)
- Funds must be obligated or encumbered by December 31, 2024.
- All funds must be spent by December 31, 2026, which provides recipients a reasonable amount of time to complete projects funded with Fiscal Recovery Funds.

USE OF FUNDS AS DETERMINED BY ARPA

Recipients may use Coronavirus State and Local Fiscal Recovery Funds to:

- Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control;
- Replace lost public sector revenue to strengthen support for vital public services and help retain jobs;
- Support immediate economic stabilization for households and businesses; and,
- Address systemic public health and economic challenges that have contributed to the unequal impact of the pandemic on certain populations

USE OF FUNDS AS DETERMINED BY ARPA

The Interim Final Rule splits these four uses into summary expenditure categories and recipients may use Coronavirus State and Local Fiscal Recovery Funds to:

- **Supporting the public health response**
- **Address negative economic impacts caused by the public health emergency**
- **Replace lost public sector revenue**
- **Provide premium pay for essential workers**
- **Revenue Replacement**
- **Invest in water, sewer, and broadband infrastructure**

1. SUPPORT PUBLIC HEALTH EXPENDITURES

Support public health expenditures

by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff.

- Services and programs to contain and mitigate the spread of COVID-19
- Services to address behavioral healthcare needs exacerbated by the pandemic
- Payroll and covered benefits expenses

2. SUPPORT

Addressing the negative economic impacts caused by the public health emergency

by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff.

Funds provide a wide range of assistance to individuals and households, small businesses, and impacted industries, in addition to enabling healthcare and certain public health and safety staff.

PUBLIC HEALTH EXPENDITURES

governments to reinforce public sector
uses include:

- Delivering assistance to workers and families
- Supporting small businesses
- Speeding the recovery of the tourism, travel, and hospitality sectors
- Rebuilding public sector capacity

3. SERVING THE HARDEST-HIT COMMUNITIES AND FAMILIES

Serving the hardest-hit communities and families

Funds allow for a broad range of uses to address the disproportionate public health and economic impacts of the crisis on the hardest-hit communities, populations, and households.

Eligible services include:

- Addressing health disparities and the social determinants of health
- Investments in housing and neighborhoods
- Addressing educational disparities
- Promoting healthy childhood environments

4. REPLACING LOST PUBLIC SECTOR REVENUE

Replacing lost public sector revenue

Funds may be used to replace lost revenue. Treasury's Interim Final Rule establishes a methodology that each recipient can use to calculate its reduction in revenue.

- Will compute the extent of their reduction in revenue by comparing their actual revenue to an alternative representing what could have been expected to occur in the absence of the pandemic.
- May immediately calculate the reduction in revenue that occurred in 2020 and deploy funds to address any shortfall.
- Opportunity to re-calculate revenue loss at several points through the program, supporting those entities that experience a lagged impact of the crisis on revenues.
- Once a shortfall in revenue is identified, we will have broad latitude to use this funding to support government services, up to this amount of lost revenue.

5. PROVIDING PREMIUM PAY FOR ESSENTIAL WORKERS

Providing premium pay for essential workers

Recipients may use this funding to provide premium pay directly, or through grants to private employers, to a broad range of essential workers who must be physically present at their jobs including, among others:

- Staff at nursing homes, hospitals, and home-care settings
- Workers at farms, food production facilities, grocery stores, and restaurants
- Janitors and sanitation workers
- Childcare workers, educators, and school staff
- Truck drivers, transit staff, and warehouse workers
- Social service and human services staff

6. INVESTING IN WATER AND SEWER INFRASTRUCTURE

Investing in water and sewer infrastructure

Funds may be used to invest in necessary improvements to water and sewer infrastructures, including projects that address the impacts of climate change.

- An array of drinking water infrastructure projects, such as building or upgrading facilities and transmission, distribution, and storage systems, including the replacement of lead service lines.
- Constructing publicly-owned treatment infrastructure, managing and treating storm water or subsurface drainage water, facilitating water reuse, and securing publicly-owned treatment works.
- To expedite execution of these essential investments, the Treasury's Interim Final Rule aligns types of eligible projects with the wide range of projects that can be supported by the Environmental Protection Agency's Clean Water State Revolving Fund and Drinking Water State Revolving Fund.

7. INVESTING IN BROADBAND INFRASTRUCTURE

Investing in broadband infrastructure

The pandemic has underscored the importance of access to universal, high-speed, reliable, and affordable broadband coverage. Over the past year, millions of Americans relied on the internet to participate in remote school, healthcare, and work.

- Investments in broadband be made in areas that are currently unserved or underserved
- Projects that achieve last-mile connections to households and businesses
- In view of the wide disparities in broadband access, assistance to households to support internet access or digital literacy is an eligible use to respond to the public health and negative economic impacts of the pandemic, as detailed above.

INELIGIBLE USES

To ensure that these funds are used for their intended purposes, the American Rescue Plan Act also specifies ineligible uses of funds:

- Pay down unfunded pension obligations liabilities
- Apply as matching funds towards other federal grants
- Pay interest or principal on outstanding debt
- For consent decrees/ legal settlements
- Contribute to rainy day funds

COMPLIANCE AND REPORTING RESPONSIBILITIES

Compliance and reporting responsibilities

Treasury released Compliance and Reporting Guidance.

- Reporting recipients will need to align all projects to a single expenditure category. Recipients are responsible for ensuring funds are used for eligible purposes.
- Required to submit annual Project and Expenditure reports
- Financial records and supporting documents related to the award must be retained for a period of five years following the expenditure of funds.
- Comply with all local and state laws and ordinances

EXAMPLE PROJECTS

Text from the Interim Final Rule...	Example Project
Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure;	Upgrades to cybersecurity hardware and software to combat ransomware attacks.
Support healthy living environments and neighborhoods conducive to mental and physical wellness.	Investments in park facilities, green spaces, and recreation programs to increase options for outdoor physical activity while social distancing.
Expenses for communication related to COVID-19 vaccination programs and communication or enforcement by recipients of public health orders related to COVID-19.	Upgrade of Town website and communications systems, such as town-wide email.
Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment.	Purchase and replacement of outdated emergency services equipment to increase first responder safety and on-the-scene patient assessment.
Respond to negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality	Investment in our shared public spaces to enhance and enable greater access to outdoor dining, for example.

PRIORITIES & WHAT'S NEXT

- Discuss/address what long-term issues that we haven't had the ability to adequately deal with before.
- Invest in urgent needs. Prioritize short-term investments with long-lasting benefits.
- Gather citizen input on how those dollars may best be used by identifying community needs. Encourage maximum citizen participation.
- Collaborate with local businesses, non profits, and community partners and stakeholders.
- Develop an implementation plan outlining eligible uses.
- Meet all accounting and reporting principles.
- Ensure projects fulfil a widespread community-need.
- Ensure projects best prepare Stafford for a bright future.

QUESTIONS & COMMENTS

AMERICAN RESCUE PLAN ACT

PRESENTATION SOURCES: U.S. Department of Treasury, Connecticut Conference of Municipalities (ARP Toolkit)