



# Town of Reading Meeting Posting with Agenda

## Board - Committee - Commission - Council:

Reading Arpa Advisory Committee

Date: 2022-07-13

Time: 7:00 PM

Building: Reading Public Library

Location: Community Room

Address: 64 Middlesex Avenue

Agenda: Revised

Purpose: General Business

Meeting Called By: Jacquelyn LaVerde on behalf of Chair Marianne Downing

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

**All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.**

## Topics of Discussion:

This meeting will be held in-person at the Library Community Room, remotely via Zoom, and will be broadcast on RCTV.

Join Zoom Meeting

<https://us06web.zoom.us/j/88324814723>

Meeting ID: 883 2481 4723

One tap mobile

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## AGENDA:

Start and end times are approximate and subject to change:

7:00-7:05	Call to Order
7:05-7:10	Public Comment
7:10-7:25	DISCUSSION: Reminder and Clarification on Allowed ARPA Uses
7:25-7:40	PRESENTATION/DISCUSSION/VOTE - Update on time sensitivity of \$11,610 request for Trails Committee; RAAC vote on whether or not to recommend to Select Board as time sensitive request

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.



## Town of Reading Meeting Posting with Agenda

7:40-7:55	PRESENTATION/DISCUSSION/VOTE - Update on Town forest tree removal and time sensitive request of \$100,000 to fund winter 22/23 tree removal and RAAC vote on whether or not to recommend to Select Board as time sensitive request
7:55-8:15	PRESENTATION/DISCUSSION - John Feudo of Burbank Y to present on request of \$96,100 ARPA funding for needs for adaptive and/or specialized recreation programs for individuals/children with disabilities
8:15-8:35	PRESENTATION/DISCUSSION - Reading Food Pantry - discussion on request for approximately \$124,600 various site needs, renovations, purchases, and supplemental gift cards for needy families
8:35-8:55	PRESENTATION/DISCUSSION - Reading Community Garden seeking \$25,000 in ARPA funding for Mattera phase 2 projects
8:55-10:00	DISCUSSION - RAAC members to review, present, discuss each member's overall first draft ARPA allocation recommendations for remaining ARPA funds in view of allowed ARPA uses
10:00-10:10	Discuss future agenda items
10:10-10:15	Review/Approve minutes from 6/15/2022 meeting
10:15	Adjourn

\*Revised July 11, 2022. Originally posted July 7, 2022 at 4:24 pm.

Date: July 11, 2022

To: RAAC members

Cc: Fidel Maltez; Jackie Laverde; Sharon Angstrom

Re: Updated RAAC spreadsheet and reminders on ARPA guidance

This memo is to notify you about a corrected and updated version of the spreadsheet for “homework” of draft recommendations, and to provide some links and info on federal guidance regarding ARPA money for both “lost revenue” purposes and the regular ARPA purposes.

#### SPREADSHEET UPDATES:

A RAAC member contacted me to let me know of an error in one of my spreadsheet formulas (the first subsection of town requests cell C12 had a circular reference in that the cell that summed the column included itself) -which is now resolved. If you have already completed your spreadsheet - no worries, but if not, please use the attached. There are three other important updates to the spreadsheet, two of which are based on “last minute” info received since Thursday 7/8/2022 when I first sent to you:

- I adjusted the starting point ARPA money to the “exact” amount that we received, which is \$7,592,234, vs “rounding” it to \$7.6 mil, as we have been doing. This is reflected in the computations in cell G93.
- On July 10, 2022, I received a request for the First Congregational Church for money for building renovations to support their arts programs (no amount given) - that is added to the list of community requests with brief info - not sure as of this writing if they will be speaking on 7/13/2022; and
- On July 11, 2022, I received an update from the Reading Food pantry: they increased their request from \$26,400 to \$124,600, and expanded the scope of the request to include some requests for money to support building renovations.

#### FEDERAL GUIDANCE REMINDERS

As you all know, the Select Board voted to elect the “revenue loss” option for ARPA money. Federal guidance defines what is allowable under this election. I have included below links to federal guidance documents that (both in the FAQ, summary, and actual final rules) provides more information about what “lost revenue” is allowed to include, as well as the interpretation and scope of various key terms that apply to allocating ARPA money. All of these documents are keyword searchable, and I strongly suggest that RAAC members check at least the overview document and FAQ for the guidance and clarification of at least these key terms as they consider their recommendations:

**“Revenue loss” “government services”; “capital expenditure”, “reasonably proportional”, “grossly disproportionate”, “premium pay”, “essential work”, “essential worker” “telework”, “nonprofit”**

Overview of final rules document from January 2022 (easiest to review - start here)

<https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-Overview.pdf?fbclid=IwAR3J2ptWaEjdOx8utWYAvYCHmclQLdB7EAUhA2tSs3bjyfFbxPqnax3bJY0>

Final rule FAQ document from April 2022 (it has clarifications in even greater detail)

<https://home.treasury.gov/system/files/136/SLFRF-Final-Rule->

[FAQ.pdf?fbclid=IwAR19xfr9DjEBYNHHuXNsBStnqnO8f1mL3ia\\_9oQ3gc7pUHiSGKFogyHCOyo](#) )

Full final rules document from January 2022: <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule.pdf> (427 pages but is keyword searchable)

#### EXAMPLE OF HOW THIS FEDERAL GUIDANCE CAN CLARIFY RAAC RECOMMENDATIONS AND RESOLVE DIFFERING VIEWS

For example, consider the issue of whether workers who performed their job remotely from home should be considered for receiving premium pay. This issue came up at the 6/15/2022 RAAC meeting where RAAC discussed whether some staff who worked remotely were performing “essential work” and experienced “harm” from the pandemic due to extra work and stress involved in having to figure out how to perform their jobs remotely. In carefully reviewing the above cited documents, I saw that the Treasury states that it does not consider telework from home to be “essential work. That may simplify some considerations of premium pay associated with certain time frames when it was known that only certain employees were in person, working outside of their homes. See pages 35-36 of the “overview of the final rules document,” for a simple overview and the Treasury Department’s “test” for this, which states:

*“Verify that the eligible worker performs “essential work,” meaning work that:*

- *Is not performed while teleworking from a residence; and*
- *Involves either:*
  - a. regular, in-person interactions with patients, the public, or coworkers of the individual that is performing the work; or*
  - b. regular physical handling of items that were handled by, or are to be handled by, patients, the public, or coworkers of the individual that is performing the work.”*

Hope this is helpful.

Regards.

Marianne Downing  
RAAC chair

## LaVerde, Jacquelyn

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**From:** Maltez, Fidel  
**Sent:** Wednesday, June 29, 2022 11:40 AM  
**To:** LaVerde, Jacquelyn  
**Cc:** Marianne McLaughlin-Downing; Tirone, Charles; Dockser, Mark; Haley, Christopher  
**Subject:** FW: ARPA vote for TC  
**Attachments:** ARPA - Final.pptx.pdf

Jackie,

Would you mind sending Chuck's email below to the RAAC?

Marianne, not sure how you feel about Chuck's request. At the last meeting, my sense is that the RAAC was supportive of the Trails committee request for \$11,620. Would you be comfortable adding a "time-sensitive" vote to your next meeting on July 13? We could then bring it to the Select Board for their vote on July 19.

Thank you!

Fidel A. Maltez  
Town Manager  
16 Lowell Street  
Reading, MA 01867  
[fmaltez@ci.reading.ma.us](mailto:fmaltez@ci.reading.ma.us)  
Phone: 781-942-6646  
Fax # : 781-942-9071

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**From:** Tirone, Charles <ctirone@ci.reading.ma.us>  
**Sent:** Wednesday, June 29, 2022 9:28 AM  
**To:** Maltez, Fidel <fmaltez@ci.reading.ma.us>  
**Subject:** ARPA vote for TC

Hi Fidel,

Yesterday we found out from the Department of Conservation and Recreation (DCR) that the Trails Committee did not receive a trail grant for FY23. More than half of the applicants were denied and there was an overwhelming number of applications this year making it extremely competitive. This unfortunate news makes it all that more important that the Trails Committee receive ARPA vote and the funds for this season. The Trails Committee has used up all its supplies by building approximately 60 feet of the boardwalk in the Pinevale Conservation Area and 15 feet off Lenetta Lane. These two projects were completed in early June. The Trails Committee was hoping to receive the grant to continue its work in the summer and fall of 2022. I was wondering because the Trails Committee will miss an entire summer of building and repair on the Town's trails and boardwalks if their ARPA request could receive a vote from the committee in July and then get on a Select board agenda for vote and approval. If that could happen we could salvage our summer and the fall trail build season and complete another 40 to 80 feet of boardwalk this year.

Chuck Tirone  
Conservation Administrator  
16 Lowell Street

Reading, Ma 01867

p: 781-942-6616

f: 781-942-9071

[ctirone@ci.reading.ma.us](mailto:ctirone@ci.reading.ma.us)

Town Hall is closed on Friday

Office Hours: Mon- Wed - Thurs 8:00 - 5:30

Tuesday 8:00- 7:00

# Reading Trails Committee

## ARPA Funds Request

The last three years were unprecedented for the Reading Trails Committee due to the pandemic:

- Increased trail usage
- Safety challenges – how to work in close proximity given the transmissibility of COVID?
- The Committee continued its mission of developing and maintaining the trails of Reading, which connect residents to the many natural features the Town has to offer.

## Covid and Extreme Weather

Trail use increased dramatically beginning in 2020 and remains high up to this day. Increased use caused wear and tear on most of our trails and boardwalks. Also, extreme weather resulted in many fallen trees that needed to be removed. Thanks to the diligence of residents, our volunteers and committee members constant watchfulness, we have been able to respond so that the trails remained clear and safe for use.



# Statistics

- 2020 - Present: 69 volunteers have logged over 100 hours for trail maintenance
- Nearly all our trails have been adopted by volunteers
- We maintain 15 miles of trails throughout town
- We are responsible for maintaining over 23 boardwalks and bridges throughout town
- We are responsible for maintaining the kiosks at all trail heads
- We have an email list of 77 volunteers including Boy Scouts, Girl Scouts, and RMHS students









# Reading Trails Committee ARPA funds Request

- **Commercial grade shelving to store supplies at the Mattera Cabin Garage**

Global Industrial Shelving – Industrial & Commercial Use: \$1,700 per 4-foot section  
(3) @ \$5,100

- **Supplies to build or repair 200 linear feet of boardwalk**

- (100) 1x6x16-foot Composite decking = 200 4-foot boardwalk decking boards \$3,100

- (80) 2x10x12= 200 of boardwalk framing \$1,600

- (100) lbs. of 3-inch deck mate screws \$760.

- (100) lbs. of 2.5-inch deck mate screws \$760

- (160) Joist hangers 2x8 for 200 feet of boardwalk \$240

- #2 RYOBI Driver Batteries \$60.00

- **Total ARPA Request \$11,620**





# ARPA Request for Dead Tree and Invasive Plant Removal

Reading Town Forest Committee



Red pine trees in the Town Forest are dying due to climate change and invasive plants are widespread



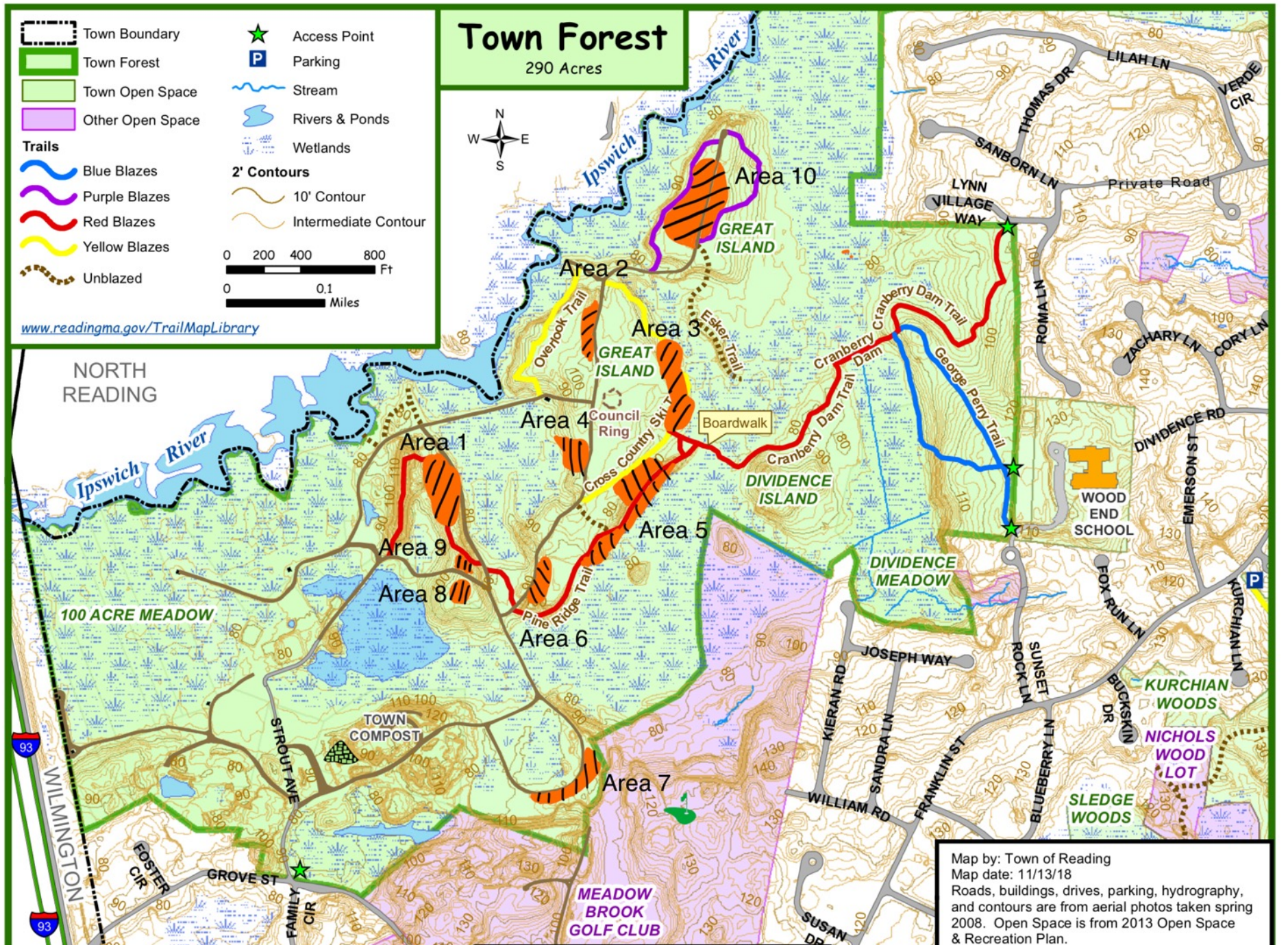


# The Problem - Red Pine Trees:

- ▶ Red pine trees were planted starting in the 1930s as a resource to be periodically harvested
- ▶ Red pines are suited for more northern latitudes
- ▶ Climate change has stressed the red pines
- ▶ This stress makes the red pines vulnerable to fungus and insects such as pine scale
- ▶ Need to remove the dead trees before they fall and potentially injure users of the Town Forest or catch on fire







Red Pine Areas

Map by: Town of Reading  
 Map date: 11/13/18  
 Roads, buildings, drives, parking, hydrography, and contours are from aerial photos taken spring 2008. Open Space is from 2013 Open Space & Recreation Plan.



# The Problem - Invasive Plants:

- ▶ Invasive plants such as buckthorn, Japanese knotweed, tree of heaven and black swallow-wort have become firmly established in the Town Forest
- ▶ The adjacent Compost Area is a reservoir of invasives that will spread into the Town Forest
- ▶ If not controlled now, native plants will be crowded out and the Town Forest will be a tangle of invasive plants



Buckthorn



Tree of Heaven



Black Swallow-wort



Japanese Knotweed



## Work to Date:

- ▶ Phase 1 removed dead trees on 4.5 acres in January 2020 at a cost of \$28,400
- ▶ Phase 2 removed 470 dead trees from another 4.5 acres at a cost of \$22,900
- ▶ Projects were bid and managed by Reading DPW
- ▶ Limited invasive plant removal by volunteers including Scouts and at events sponsored by the Town Forest Committee



# Next Phases

- ▶ If funding is approved, Phase 3 will continue the removal of the dead red pines in January 2023 on 4 to 6 acres of the Town Forest
- ▶ Phase 3 areas are more difficult to access and will have a higher cost
- ▶ Phase 4 should follow in January 2024
- ▶ Forest Cutting Plans must be prepared by a licensed forester for approval by the State Forester and Reading Conservation Commission
- ▶ Need professional assistance with invasive plant control as volunteers are not equipped for the magnitude of the invasion
- ▶ Total estimated cost is in the range of \$150,000 to \$200,000.

# ARPA Request

- ▶ The COVID pandemic substantially increased the use of the Town Forest as residents sought a refuge in nature
- ▶ Removal of the dead red pine trees is important to prevent branches and trees from falling on people
- ▶ Reading Fire Department supports the removal of the dead trees as they are a fire hazard
- ▶ Every day that passes without action on invasive plant control reduces our ability to preserve the natural forest for the future
- ▶ The Reading Town Forest Committee requests \$150,000 to \$200,000 to carry out this work



HEADQUARTERS  
**READING FIRE DEPARTMENT**  
READING, MASSACHUSETTS 01867

Chief Gregory J. Burns  
Reading Fire Department  
757 Main Street  
Reading MA 01867

Tel: 781.944.3132  
Fax: 781.942.9114  
[www.readingma.gov](http://www.readingma.gov)

William Sullivan  
Reading Town Forest Committee  
Town of Reading  
16 Lowell Street  
Reading, MA. 01667

Sir,

On July 14, 2021, I met with Mike Hannaford at the Town Forest and viewed sites that contained deceased red pines. These large areas contained trees that had already fallen or were in decay posing a significant fire hazard. The added fuel caused by these decaying and downed trees will accelerate a fire and potentially overwhelm our resources. Additionally, many of these areas encroached existing trails, increasing the safety risk to anyone using the trails.

Mike explained that there is a plan to do remedial removal of these red pines in various areas within the Town Forest starting during the upcoming winter months. For the reasons stated above, the Fire Department would be fully in favor of this work, to not only reduce the fire hazard but the potential safety hazard to the many residents that enjoy the Town Forest.

Thank you,

Paul D. Jackson  
Assistant Fire Chief  
Reading Fire Department  
757 Main Street  
Reading, MA 01867

Cc: Jane Kinsella, Public Works Director  
Mike Hannaford, Parks, Forestry, Cemetery Supervisor  
William Sullivan, Chair, Town Forest Committee  
Chief Gregory J. Burns

*"We're Your Friends for Life"*

# Thank you for your consideration

## ▶ Reading Town Forest Committee

- ▶ Bill Sullivan, Chair
- ▶ Susan Bowe
- ▶ Nancy Docktor
- ▶ Tom Gardner
- ▶ Kurt Habel
- ▶ Jeff Lamson
- ▶ Tim Kirwan





July 9, 2022

**Via Electronic Mail**  
**(fmaltez@ci.reading.ma.us)**

Fidel Maltez, Town Manager  
Town Hall  
16 Lowell Street  
Reading, MA 01867

**Via Electronic Mail**  
**(mariannemdowning.fincom@gmail.com)**

Marianne McLaughlin-Downing, Chair  
Reading ARPA Advisory Committee  
Town Hall  
16 Lowell Street  
Reading, MA 01867

**Re: YMCA Request for ARPA Funding**

Dear Town Manager Maltez and Chairwoman McLaughlin-Downing:

I am writing on behalf of the Burbank YMCA (the “YMCA”) to respectfully request a grant of ARPA funding in the amount of \$96,100, which amount will allow the YMCA to increase access to its facilities, its services, and the community to children and adults with disabilities and those who are braving mental health challenges.<sup>1</sup> The YMCA is a non-profit organization with a mission of serving the underserved and improving the lives of the individuals in its community, regardless of their financial abilities. That is exactly what the YMCA hopes to do with this ARPA funding, should this request be granted.

Individuals with disabilities and those facing mental health challenges face more barriers than many of us can even begin to understand. The COVID-19 pandemic has not only exacerbated those barriers, but created many more. For example, many of the programs on which individuals with disabilities have relied in the past shut down during the pandemic and have either not re-opened or re-opened on a much smaller scale, isolating these individuals and

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<sup>1</sup> As detailed herein, this total amount of funding requested would allow the YMCA to subsidize a number of programs at the ideal frequency. However, many of the programs contemplated herein are scalable and the YMCA would be able to adjust the offerings to the community should the Committee be inclined to grant funding in an amount less than the total amount requested.



creating significant burdens on their loved ones. In fact, since March of 2020, all adaptive programming was closed for nearly two (2) full years. As another example, more people than ever are seeking mental health services, but it is often cost prohibitive and challenging to find a provider with availability. Indeed, a recent survey by Melrose Wakefield Hospital found that mental health is a primary concern for 68% of community survey respondents, and 34% and 23% of community survey respondents self-reported that they have been diagnosed with anxiety and depression, respectively.

If granted ARPA funding, the YMCA intends to develop and implement four major programs over the next three years to address these and other issues that this population faces:

1. Adaptive swim lessons for children and young adults with disabilities, in order to ensure that individuals with disabilities are not deprived of the opportunity to learn to swim, which is a critical safety skill for all, but perhaps especially individuals with disabilities who may be prone to wander and have delayed cognitive problem solving skills. The funding requested could allow the YMCA to host **144 participants** in adaptive swim lessons over the course of twelve sessions weekly for three years..
2. Adaptive water exercise programs for adults with disabilities, in order to keep individuals with disabilities active, as well as provide them a social opportunity to develop interpersonal skills. The funding requested could allow the YMCA to host **20 participants**, 2 times per week for water exercise classes for three years.
3. A weekly or biweekly social group for children and young adults with disabilities, to give them a forum to develop interpersonal and other life skills, as well as provide their caregivers with well-deserved respite. The funding requested could allow the YMCA to fund two social groups for teens/ tweens and young adults sessions monthly for up to **20 participants** per month over three years.
4. Mental health services (e.g., subsidizing online therapy services or offering art therapy or music therapy sessions), in order to give all members of the community facing mental health challenges with easier access to the tools necessary to address their challenges. The funding requested could allow the YMCA to subsidize mental health services for as many as **100 individuals** annually.

The YMCA would use ARPA funding to offset the costs of operationalizing these programs, which would allow it to offer these programs to the community at a free or greatly



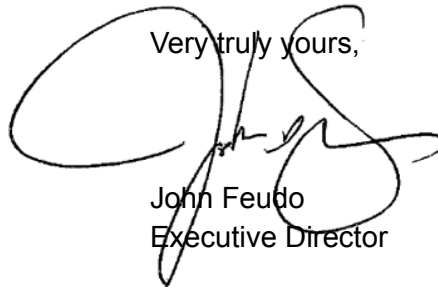
reduced cost. We estimate the total cost of each program would be roughly as follows, which captures the staffing, equipment, and other needs of each program (such as the need to partner with other organizations<sup>2</sup> with the requisite expertise to make each program as effective and accessible as possible):

Adaptive Swim.....	\$27,500
Adaptive Water Exercise.....	\$18,600
Social Group.....	\$30,000
Mental Health Services.....	\$20,000
Total.....	\$96,100

The YMCA would be honored to take on the role in the community of providing services to and improving the lives of this population. As a non-profit organization, the YMCA relies on philanthropy and grant funding to do this type of work, and we are excited by the prospect of using ARPA funding for the purposes described herein.

We look forward to presenting this proposal to you in more detail at your upcoming meeting and we welcome any questions that you or your colleagues may have. Thank you for the opportunity to present this proposal and for your careful consideration. Should you have any questions, please do not hesitate to reach out.

Very truly yours,



John Feudo  
Executive Director

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<sup>2</sup> Some organizations with which the YMCA is exploring partnerships include, but are not limited to, Communitas, Inc., Reading Public Schools' Office of Student Services, The Artful Life Counseling Center and Studio LLC, BetterHelp.com, and Swim Angelfish.

July 13, 2022

Dear RAAC Members,

We hope you all enjoyed a wonderful 4th of July celebration.

The Reading Food Pantry Board of Directors was recently made aware of a space study to expand the Pantry area. This detailed architectural study provided the Board with a cost estimate for expanding within the existing location at the Old South United Methodist Church.

The current plan would expand the Pantry space by 2-3 times its current area. It would allow for expanded kitchen space including refrigeration and freezers. In addition, it would have extensive storage capacity for dried and canned goods. This renovated space would allow the Pantry to significantly improve services for Reading neighbors.

The cost estimate for such a wonderful expansion is ~\$650,000. While this is only one path the Board is currently considering, we are aware that any future expansion will be costly. As such, we respectfully request to amend our previous request for ARPA funds.

- Fit-out and renovation for location expansion either in the current location or new location: \$100,000
- Industrial-size refrigerator: Approximately \$6,000
- Other items (such as increasing storage capacity, site selection consultant): \$15,000
- Supplemental Market Basket gift cards: \$1,200 per month for each of the Pantry's 120 families to last 3 months. Totals: \$3,600.

Total request: \$124,600

These funds would address both short-term and long-term needs of the Pantry and increase the food security circumstances of our Reading neighbors.

We thank you for your work and consideration.

With gratitude,

The Reading Food Pantry Board of Directors





**Reading Community  
Garden at Mattera  
Cabin:  
Request for Funds**

**Reading ARPA Advisory  
Committee  
July 13, 2022**

# **Project: Launch Reading Community Garden, Phase 2**

**Funds Requested: \$25,000**



# Community Garden Phase 1: A Successful Collaboration

April 2021: State legislative delegation proposes \$10K state budget set-aside for garden; organizing group meets with Town staff to explore potential sites

July 2021: Set-aside is approved; site exploration continues

November 2021: Mattera Conservation Area site emerges as top choice

January 2022: Community outreach; organizing group presents plans to Conservation Commission for feedback



July 2021



# Community Garden Phase 1: A Successful Collaboration

March 2022: Conservation Commission approves Mattera; DPW begins site prep

April 2022: 19 gardeners apply for 16 raised bed plots; 16 gardeners randomly selected

May 2022: Gardeners and community members build and fill beds, install drip irrigation and fencing, and plant!





# Community Garden Phase 1: A Successful Collaboration

June 2022: Crops are growing; pollinator garden installed



# Community Garden Phase 1: Description

- 16 raised garden beds, each 4' x 8'
- 13 beds @ 17.5" tall; 3 beds @ 35" tall
- Watering through drip irrigation system
- Gardeners use organic materials and practices
- Plants are native or well-adapted
- Fencing deters four-legged pests



# Community Garden Phase 1: Pollinator Beds

- Large bed located just above main parking lot
- Watering through drip irrigation system
- Community members donated all plants
- Plants are native and maintained using organic materials and practices
- Additional bed planned near Main Street entrance

# Community Garden Phase 2: Growing Possibilities

Expansion develops the terrace above current raised beds

Build on community engagement that Phase 1 has generated

- Connect community members and Town staff
- Share expertise, resources, and time to complete a shared project
- Expand support for neighbors in need (Food Pantry)
- Provide space and facilitation for community activities
- Model sustainable gardening practices



# Community Garden Phase 2: Goals

Increase accessibility.

- Add walkway from handicap parking to garden plots
- Complete grading and hard surface for walkway and existing ramp

Provide additional gardening space on terrace 2.

- Space for 25 4' x 8' plots with foundation of organic material, sand, and wood chips
- Possible audience includes Phase 1 waiting list (3), additional interested community members, and community groups (Food Pantry, Pleasant Street Center)

Collaborate with varied Town groups to provide education, demonstration, and participation on issues like sustainability, climate, and food insecurity.

## Community Garden Phase 2: Projected budget

Increasing accessibility: materials and labor \$7,000

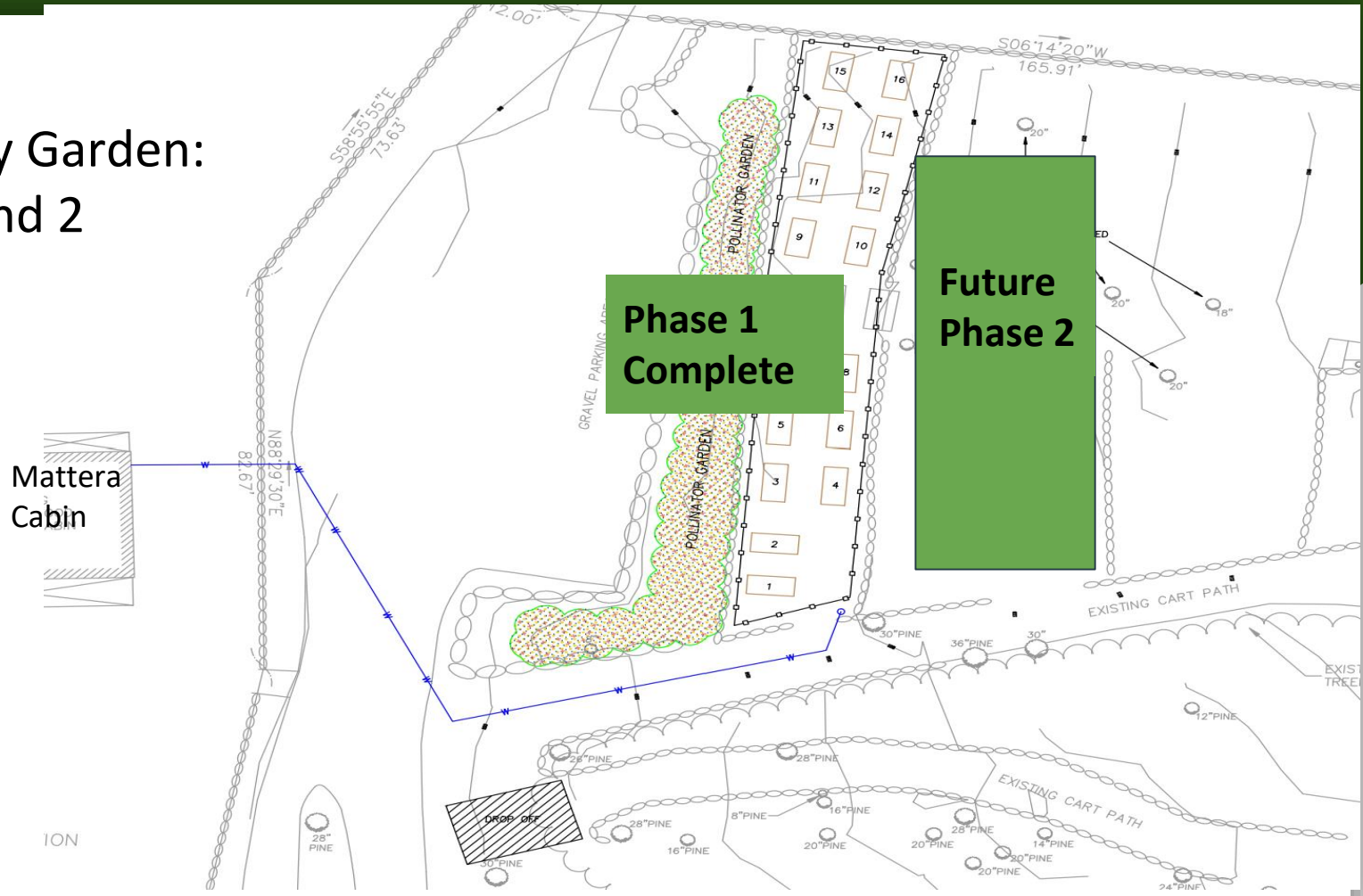
Additional garden plots: sub-base, raised beds,  
compost/soil fill, drip irrigation, pest-deterrent  
fencing or covers

\$18,000

**Total**

**\$25,000**

# Community Garden: Phases 1 and 2



## LaVerde, Jacquelyn

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**From:** Marianne McLaughlin-Downing <mariannemdowning.fincom@gmail.com>  
**Sent:** Thursday, July 7, 2022 1:58 PM  
**To:** LaVerde, Jacquelyn  
**Cc:** Maltez, Fidel; Dockser, Mark; Haley, Christopher  
**Subject:** Homework spreadsheet for RAAC member for 8/13/2022 meeting - to be sent to members (agenda coming shortly)  
**Attachments:** ARPA - spreadsheet of requests - to use for homework and summary.xlsx

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Jackie - can you please forward the attached spreadsheet and my instructions below to each RAAC member? The cover letter and example spreadsheet also can be included in the packet

\*\*\*\*\*

RAAC members:

I have prepared a spreadsheet with all known requests (including some late breaking ones we will hear about at our 8/13/2022 meeting). It is attached to this email in excel and is similar to the big running list we viewed at our last meeting. There are three tabs, but the only one you would be concerned with is the first one called "blank template" - which you can fill in (in the green column) as your "homework". In the green column, next to a request made, fill in the amount you would allocate (if any). You can also insert a row or fill in other amounts under "other".

The 2nd tab is an "example" of a blank template with the green column filled in, using my example (note - NOT my actual or final) recommendations. **DISCLAIMER - THESE ARE NOT MY ACTUAL RECOMMENDATIONS- THIS IS AN EXAMPLE TO SHOW WHAT YOU CAN DO WITH THE BLANK TEMPLATE!!**

-As the "example" tab shows, I have created formulas for this column, so that if you fill in numbers next to any requested amount, it automatically gets added into certain subtotals and an overall total in cell C95, assuming you enter them in whole dollars (e.g., put down \$35,000 and not "35" or "35k"). So, you can see my example amounts filled in which reach a total that is close to the final amount remaining. In some cases, in this "example" - I gave less than what was asked for, in some more, in some the exact amount. I also, as an example, chose one "other" category to add in a misc community request with an amount, to show you how you can add in a number next to one of the "other" lines and it will get added in. If you are familiar with excel and want to modify the sum formula to include additional rows you might insert, be aware that it might impact the correctness of the bottom line total. You can see in my formulas where it comes from (by adding subtotals of the major categories).

If you scroll to the bottom of either the "blank" or "example" spreadsheet, at cell C95, that will contain your running total each time you put in a number in the green column. You can compare that to the number in cell G93, nearby, to ensure you don't go over that amount. Cell G93 represents all money that the Select Board has voted to appropriate as of their 6/28/2022 meeting.

If you find this too confusing, feel free to just create a handwritten or typed up list and manually add up your numbers. You can still use the attached spreadsheet as a reminder of all the requests. I have also included a couple of "other" rows under each broad subcategory, and under the RAAC category, if you want to add in any suggestions not listed here next to "other". For example, on my "example" spreadsheet, I included a catchall category on row 57 of "future community needs" and left \$200k unspent, to cover that.

Lastly - the 3rd tab - the blank tab - is the one I will manually fill out during our meeting, to put in everyone's amounts. You can see it has a column for each RAAC member. It also has the formulas, so we will be able to see at the meeting how we all compare, both at the bottom line for various major categories, and overall, as well as individually.

I can probably answer questions about the spreadsheet itself (if a formula is not working), or if you think I have an error in my listing of requests or request amounts. However, we should save any discussion on specifics for any amounts for our meeting.

If you complete your copy of your blank template, save a copy with your name and forward to Jackie, if you would like to have it be part of the packet and shared with public. Else, we can just discuss at our meeting.

Marianne

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***Marianne McLaughlin-Downing***

Member of Finance Committee - beginning July 1, 2020

Town of Reading, Massachusetts

Town Hall

16 Lowell Street

email: [mariannemdowning.fincom@gmail.com](mailto:mariannemdowning.fincom@gmail.com)

Reading MA 01867

Requester	Amount requested	Amount or added amount RAAC member chooses to allocate	Purpose/use/Details	Date Req or discussed at RAAC	Date voted (RAAC, SB)	ACTUAL ARPA Allocated as of 7/13/2022	Comments
<b>Town Side</b>							
Public Health	\$250,000		Covid supplies and test kits	n/a	2/1/2022 - SB vote	250,000	This was a SB vote for allocation was done pre-RAAC
Town - Water and Sewer <i>other than water reserves</i>	\$1,350,000		Various water capital projects	3/29/2022 and 5/11/2022	n/a	n/a	This is part of a 2 mil ask (650k for water rates - time sensitive)
Town - water rate supplement	\$650,000		Time sensitive ask - in time for water rate vote - Supplement water funds to lower water rates	5/11/2022	5/11/2022 - RAAC ; 5/31/2022 - SB	650,000	5-11-22 - voted 7-0 in favor; 5/31/22 - SB voted 5-0 in favor. This is part of a 2 mil ask including one time spend to mitigate what would have been high water rates
Town - Recreation dept and Recreation committee	\$1,725,000		Central spine with walkway - 900k; lacrosse wall: 125k-175k; parking and wetlands restoration on imagination station lot - 550k-650k	4/12/2022	n/a	n/a	Revised request to be discussed on 6/15; Given the inflation I put the highest totals as request
Town-Elder services	\$900,000		300k toward senior center feasibility study; 250k supplemental space; 150k more trips; 75k mental health; 25k virtual prog; 50k vol. coord; 50k accessibility improvements.	5/11/2022 and 5/24/2022	5/24/2022 - RAAC; 5/31/2022 - SB	900,000	5/24/22-RAAC voted 6-1 in favor; 5/31/22, SB voted 5-0 in favor. Goal is to bridge for few years to support immediate senior needs until/if new permanent senior center solution in place; provide extra services.

Requester	Amount requested	Amount or added amount RAAC member chooses to allocate	Purpose/use/Details	Date Req or discussed at RAAC	Date voted (RAAC, SB)	ACTUAL ARPA Allocated as of 7/13/2022	Comments
Town Conservation Dept - Maillet Sommes Land	\$100,000		Flood mitigation, restore.improve open space, money to supplement a federal grant	5/24/2022	raac- 6/15/2022; SB 6/28/2022	77,000	They are asking for \$100k but would be OK with \$50k in July and \$50k in September; having money now will show state grant that Reading is proactive and interested
Town - various human services initiatives			Rental assistance, employment recognition, small business assistance, domestic violence awareness, nutritional assistance	3/29/2022	n/a	n/a	Sharon Angstrom and Victor Santiello proposed - no amount was given.
Other- describe							
Other- describe							
Total ARPA member sub allocation - TOWN		\$0					
<b>Totals</b>	<b>\$4,975,000</b>					<b>1,877,000</b>	
<b>Schools</b>							
Reading Public Schools	\$2,000,000		Arc Core Curriculum funding for years 1-4 of new K-5 literacy curriculum.	5/11/2022	5/11/2022; Select board 5/17/2022	2,000,000	Schools have indicated that this will be their only request. Was time sensitive to ensure state 200k grant conditions could be met
Other (describe)							
Other (describe)							

Requester	Amount requested	Amount or added amount RAAC member chooses to allocate	Purpose/use/Details	Date Req or discussed at RAAC	Date voted (RAAC, SB)	ACTUAL ARPA Allocated as of 7/13/2022	Comments
Total ARPA member sub allocation - SCHOOLS		\$0					
<b>Totals</b>	<b>\$2,000,000</b>					2,000,000	
<b>Town boards</b>							
Reading historical commission	\$13,500		Digitizing photos and maps - 7500; temp archivist - \$5000; collection software - 1000	5/24/2022	n/a	0	one time spends
Conservation Commission	\$31,500		Birch Meadow stewardship/maint - 10k; land donations survey - 4.5k per survey; Mattera bike rack - 2.5k; manage invasive species: 10k	6/15/2022	6/15/2022 - 4000 for survey (raac); 6/28/2022 - 8000 for survey (SB)	8,000	Survey voted on as time sensitive and increased at SB
<b>Reading Trails Committee</b>	\$11,620		Mattera shelving; supplies for boardwalk repair	6/15/2022	Possibly 7/13/22	0	This is now time sensitive with vote requested on 7/13/2022
<b>Town Forest Committee</b>	200000 (\$100k time sensitive)		Dead Tree and Invasive Plant Removal	6/15/2022	possibly 7/13/22 for part	0	The request was 150k-200k; assumed higher amount due to inflation. They think they want 100k now to be able to plan removal this winter
Other (describe)							
Other (describe)							



Requester	Amount requested	Amount or added amount RAAC member chooses to allocate	Purpose/use/Details	Date Req or discussed at RAAC	Date voted (RAAC, SB)	ACTUAL ARPA Allocated as of 7/13/2022	Comments
Total ARPA member sub allocation - TOWN BOARDS		\$0					
<b>Totals Town Boards</b>	<b>\$56,620</b>					8,000	

Requester	Amount requested	Amount or added amount RAAC member chooses to allocate	Purpose/use/Details	Date Req or discussed at RAAC	Date voted (RAAC, SB)	ACTUAL ARPA Allocated as of 7/13/2022	Comments
<b>Unions</b>							
Police, Fire, Dispatch	\$750,000		Support essential workers who had to work through 2 years of covid	5/11/2022; 5/24/2022	n/a	n/a	Asking for approx 7281 per employee for approx 103 police/fire/dispatch employees, based on percentages allocated in comparable communities, they feel 10% of total arpa is appropriate is appropriate
ACFSME (includes DPW, custodians, Cafeteria workers); estimated approx 100 workers	\$728,100		Premium pay for essential workers	5/24/2022	n/a	n/a	They did not indicate an amount or how many workers, but seem to be seeking funding comparable to police, fire, dispatch
Reading Educators (RTA, secretary union, para union)	\$4,368,600		Premium pay in accordance with that given to other essential workers	6/15/2022	n/a	n/a	Asking for whatever is given to other unions; total is based on per employee cost for police. 7281/employee x approx 600 teachers/staff/paras
Other (describe)							
Other (describe)							
Total ARPA member sub allocation - TOWN BOARDS		\$0					
<b>Total Unions V1</b>	<b>\$5,846,700</b>						

Requester	Amount requested	Amount or added amount RAAC member chooses to allocate	Purpose/use/Details	Date Req or discussed at RAAC	Date voted (RAAC, SB)	ACTUAL ARPA Allocated as of 7/13/2022	Comments
Total Unions V2 if 750K divided over 803 employees	\$750,000						750k divided by 802 employees/essential workers = \$935 per employee
Total Unions V3: 10% of 3.8 mil not 7.6 mil	\$380,000						380k divided by 802 employees/essential workers = \$473 per per employee

Requester	Amount requested	Amount or added amount RAAC member chooses to allocate	Purpose/use/Details	Date Req or discussed at RAAC	Date voted (RAAC, SB)	ACTUAL ARPA Allocated as of 7/13/2022	Comments
<b>Private and Community Requests (Non town/schools)</b>							
Reading/North Reading Chamber of Commerce - initial request	\$55,000		Programming, education: 5k; business support/memberships 12.5k; shop the readings website 20k; professional videos 10k; social media 7.5k	4/1/2022 - rec'd; 4/12/2022 packet	n/a		Initial request - on 4/1/2022 was 105k, this was revised to 55k on 4/20/22. Original request related to both Reading AND North Reading - updated request rec'd on _____
Reading Rotary	\$75,000		\$25k per year to cover DPW, police, and other costs of Reading Fall Street Faire	5/1/2022; discussed 5/11	n/a		Note that this money effectively is paid back to the town
Reading Garden Club	\$12,000		\$4000 per year to match value of plant sale which could not be held in 2020 or 2021	6/15/2022	n/a	n/a	Their request indicates it would be \$4000 per year for 3 years; they indicate money goes back to community

Requester	Amount requested	Amount or added amount RAAC member chooses to allocate	Purpose/use/Details	Date Req or discussed at RAAC	Date voted (RAAC, SB)	ACTUAL ARPA Allocated as of 7/13/2022	Comments
Reading Food Pantry	\$124,600		Fit-out and renovation for location expansion either in the current location or new location: \$100,000; Two-door, freezerless refrigerator: approximately \$6,000; Other items (such as increasing storage capacity, site selection consultant): \$15,000 Supplemental Market Basket gift cards: \$1,200 per month for each of the Pantry's 120 families to last 3 months: Total: \$3,600.	7/13/2022			This is a new request for 7/13/2022
Burbank Y/special education parents	\$96,100		Providing and/or restoring programs for youth and/or adults with disabilities, including more "adaptive" programs	7/13/2022			

Requester	Amount requested	Amount or added amount RAAC member chooses to allocate	Purpose/use/Details	Date Req or discussed at RAAC	Date voted (RAAC, SB)	ACTUAL ARPA Allocated as of 7/13/2022	Comments
Reading Community Garden - mattera phase 2	\$25,000		Increasing accessibility: materials and labor \$7,000; Additional garden plots: sub-base, raised beds, compost/soil fill, drip irrigation, pest-deterrent fencing or covers \$18,000 Increasing accessibility: materials and labor \$7,000; Additional garden plots: sub-base, raised beds, compost/soil fill, drip irrigation, pest-deterrent fencing or covers \$18,000				
First Congregational Church	?		Renovation of Arts spaces				
Other (describe)							
Other (describe)							
Total ARPA member sub allocation - PRIVATE/COMMUNITY		\$0					
<b>Total Private</b>	<b>\$387,700</b>						

Requester	Amount requested	Amount or added amount RAAC member chooses to allocate	Purpose/use/Details	Date Req or discussed at RAAC	Date voted (RAAC, SB)	ACTUAL ARPA Allocated as of 7/13/2022	Comments
<b>RAAC Committee ideas/suggestions</b>							<b>No schools requests were included since schools said they did not want more than the 2 mil</b>
Mark - Affordable housing revamp	\$500,000		Money to double current level	4/12/2022	n/a	n/a	
Mark - food pantry support	\$100,000			4/12/2022	n/a	n/a	Note - Food Pantry has made its own request
Mark - electric vehicle pilot program	\$100,000			4/12/2022	n/a	n/a	
Sidewalks/trees	\$375,000		to improve sidewalks and trees	4/12/2022	n/a	n/a	Mark suggested range of 250k-500k; midpoint was chosen
Mark - farmer's market feasibility study	\$100,000		Reconfigure downtown and/or parking to allow	4/12/2022	n/a	n/a	This would actually be accomplished by a town department
Mark - bleachers/floor at field house	\$2,750,000		this is in capital plan	4/12/2022	n/a	n/a	Mark suggested range of 1.5 mil - 4 mil; midpoint was chosen
Chris - community dog park on town owned land	\$250,000		no cost given but Framingham listed 262k in Feb as their cost for new dog park	4/12/2022	n/a	n/a	no cost was given; example cost see Framingham at <a href="https://patch.com/massachusetts/framingham/framingham-dog-park-groundbreaking-date-set">https://patch.com/massachusetts/framingham/framingham-dog-park-groundbreaking-date-set</a>
Joe - more work on lot 5 of town forest	\$150,000		town did get 150,000 grant but this may be in addition to it	4/12/2022	n/a	n/a	
Other (describe)							
Other (describe)							



Requester	Amount requested	Amount or added amount RAAC member chooses to allocate	Purpose/use/Details	Date Req or discussed at RAAC	Date voted (RAAC, SB)	ACTUAL ARPA Allocated as of 7/13/2022	Comments
Total ARPA member sub allocation - INDIVIDUAL		\$0					
Total of RAAC	\$4,325,000						
Total RAAC less bleachers	\$1,075,000						
Totals of all requests and allocations (v1 unions) not including RAAC ideas	\$13,266,020					3,885,000	
Total of above plus RAAC ideas	\$17,591,020						
Total above plus RAAC less bleachers	\$14,341,020						
Total of all requests (v2 unions)	\$8,169,320						
Total of above plus RAAC ideas	\$12,494,320						





# Town of Reading Meeting Minutes

## Board - Committee - Commission - Council:

Reading Arpa Advisory Committee

Date: 2022-06-15

Time: 7:00 PM

Building: Reading Town Hall

Location: Select Board Meeting Room

Address: 16 Lowell Street

Session: Open Session

Purpose: General Business

Version: Draft

### Attendees: **Members - Present:**

Chair Marianne Downing, Vice Chair Mark Dockser, Shawn Brandt, Geoffrey Coram (remote), Andrew Grimes (remote), Chris Haley, Joe McDonagh, Tom Wise,

### **Members - Not Present:**

### **Others Present:**

Town Manager Fidel Maltez, Town Accountant Sharon Angstrom (remote), Business Administrator Jayne Wellman (remote), Community Services Director Jenna Fiorente, Conservation Administrator Chuck Tirone, Senior Planner Andrew MacNichol (remote), Sr. Civil Engineer Alex Rozycki (remote);

Select Board Members: Jackie McCarthy (remote), Karen Herrick (remote - arrived 7:54 pm);

Bill Sullivan, Angela Binda, Nancy Reid, Mary Ann Higgins, Will Finch, Joseph Carnahan, Andrew Dribin, David Williams, Rosemarie DeBenedetto, Bob Holmes (remote), Melissa Pucci (remote), E Shapiro (remote), Laura Noonan (remote), Rich (remote), Maria Morgan (remote), Emily Sisson (remote), Kathy Kelly (remote)

**Minutes Respectfully Submitted By:** Jacquelyn LaVerde

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### **Topics of Discussion:**

This meeting was held in the Select Board Meeting Room of Town Hall and remotely via Zoom.

Chair Marianne Downing called the meeting to order at 7:01 pm and reviewed the evening's agenda.

Mark Dockser called the Select Board to order at 7:06 pm.

### **Public Comment:**

Angela Binda of Orchard Park Drive noted that the bleachers and field house were on the spreadsheet of proposed projects and asked why they were there. Marianne Downing explained that in the beginning of the RAAC process, members suggested projects that the funds could be used for. The bleachers and field house were suggested because they have been on the capital plan. But the School Department had their requests and are not asking for any more ARPA funds.

Melissa Pucci advocated for using ARPA funds on underserved populations really impacted by COVID, particularly those with disabilities and suggested adding adaptive programs. Community Services Director Jenna Fiorente explained that she, along with other School and Town staff, have been attending many meetings to get better at offering more adaptive and inclusive programs.

**PRESENTATION/DISCUSSION - ARPA SURVEY RESULTS - Jayne Wellman to present results of ARPA survey; discussion by RAAC on same:**

Business Administrator Jayne Wellman presented the results of the community survey. There were 1,162 responses. Strengths according to the survey were Reading's convenient location, quality of schools, physical safety and security, and sense of community. Opportunities for improvement or investment included quality of schools, town buildings and infrastructure, local recreation and culture, commercial development opportunities, and range and cost of available housing. Top ranking sample projects in order of priority were expanding educational programming; tied for second was improving or adding to green space and water/sewer and flood control infrastructure; and tied for third was improving or augmenting recreational facilities, improving town buildings and infrastructure, supporting essential workers, and roadway infrastructure.

Ms. Wellman reviewed the demographic data, and responses broken down by age groups. Key takeaways include: housing is not affordable and is impacting every age group, improvement/investment in recreation was a consistent priority, investing in senior services is a clear top priority for the older segments of the population, there is strong support for improvement to town buildings and infrastructure across all age groups, support for essential workers only ranked high in three age segments, and residents of all ages support the schools.

Committee members discussed the results, and Marianne Downing noted that the allocations RAAC has recommended, and the Select Board have voted to allocate, have aligned with the priorities of the community.

**PRESENTATION/DISCUSSION - BM MASTER PLAN - Follow up on Birch Meadow Master Plan and requests for ARPA funding:**

Community Services Director Jenna Fiorente reviewed the history of the Birch Meadow Master Plan. The idea was brought up in 2007, but has never received funding. The request is for \$1.5 million in ARPA funds for: \$800,000 for the central spine walkway, restrooms, and pavilion; \$150,000 for a lacrosse wall; and \$550,000 to redevelop the Imagination Station parking lot. The new parking lot will have a total of 38 parking spaces. The total number of parking spaces gained for the whole project will be 87 spaces. The walkway and new parking lot will be ADA compliant. The lacrosse league was willing to donate funds in the past for a lacrosse wall, and might still be willing, but might not be able to donate as largely as before. Ms. Fiorente noted that it would behoove the Town to fund all three items at once, as there is a cost savings, but if having to choose a priority, the walkway and lacrosse wall would come before the parking lot. Emily Sisson and Angela Binda, members of the Recreation Committee, echoed the importance of the walkway, restrooms, and pavilion. Senior Civil Engineer Alex Rozycki also noted that stormwater standards for redevelopment might require some sort of stormwater treatment to meet MS-4 requirements. While the parking lot might not be a popular piece, it might be needed in order to break ground on the other elements.

**PRESENTATION/DISCUSSION - CONSERVATION - Chuck Tirone to present on ARPA funding request for conservation needs including Bare Meadow maintenance, surveys for land donations, Mattered bike rack, invasive species management:**

Conservation Commission Member Joe Carnahan and Conservation Administrator Chuck Tirone presented Conservation's ARPA request for \$31,500 including: \$10,000 to develop a maintenance plan for Bare Meadow Conservation Area, \$9,000 for two surveys for land donated on Sanborn Lane and Grove Street, \$2,500 for a bike rack at Mattered Cabin, and \$10,000 for invasive species management on Conservation lands.

**PRESENTATION/DISCUSSION - TRAILS: Presentation on Trails Committee request for funding for shelving, boardwalk supplies:**

Dave Williams presented the Trails Committee request for ARPA funds for supplies including: \$5,100 to purchase three sections of commercial grade shelving to store supplies at the Mattera Cabin garage, and \$6,520 to purchase supplies and materials to build, repair, or replace 200 linear feet of bridges and boardwalks. Trail use increased in 2020 due to COVID and remains high.

**PRESENTATION/DISCUSSION - READING GARDEN CLUB - Review Garden Club request for annual funding for each of 3 ARPA years to help reinstate various garden club activities, community education, etc.:**

Nancy Reid and Mary Ann Higgins of the Reading Garden Club presented the Club's request for a portion of funds that they lost during COVID. The request is for \$12,000, or \$4,000 for each of the three years that the Garden Club was unable to hold their Plant Sale. The Garden Club uses the proceeds from their Annual Plant Sale to provide environmental grants for 10<sup>th</sup> and 11<sup>th</sup> grade students; and to donate to the Food Pantry, Mission of Deeds, and Reading Land Trust. The Club would also like to add planter baskets to the lampposts downtown and is getting pricing quotes to purchase and water them. The requested funds would support all programs and the request is not time sensitive.

**PRESENTATION/DISCUSSION - TOWN FOREST - Review Town Forest Committee request for funding to assist with tree and invasive plant removal:**

Town Forest Committee Chair Bill Sullivan presented the issues in Town Forest. There are non-native red pines throughout the forest that are dying, under stress, and becoming vulnerable to insects and fungus, which pose a safety risk if they fall or catch fire. There are also invasive species growing more widespread throughout the forest. The Town Forest Committee is requesting \$150,000-\$200,000 of ARPA funds for phases three and four of the red pine removal, and for invasive species management. There is only a brief time of year that the tree removal work can be done, as the ground needs to be frozen. Phase three would take place in January of 2023, and phase four in January 2024. The forestry division of the DPW does not have the equipment, or the harvester needed for this scale of work. Mr. Sullivan stated that if the Committee could get \$50,000 for phase three, it would be a great help. A \$10,000 grant was received from the Mass DCR for phase two. Mr. Dockser noted that the Select Board will ask the state delegation to consider this project as well.

**PRESENTATION/DISCUSSION - Reading Teachers Association (RTA) Reading Paraeducators Union and the Reading Administrative Secretaries Union have a request to be included in any consideration for use of ARPA funds as hazard pay for town employees:**

Marianne Downing shared the request from the Reading teachers. They would like to be included in hazard pay for Town employees, as the RAAC has already heard from the Police, Fire, and Dispatchers, Facilities, DPW, and cafeteria workers, who worked throughout the pandemic.

Tom Wise noted that there were phases of the pandemic, and would consider the hazard period as the first wave from March 2020 until the vaccine was made available to everyone around May 2021. Members agreed the time frame seemed appropriate.

Members of the Committee also discussed the emotional toll of peoples' jobs, and expressed concern with making this decision divisive. They also discussed possible ways to weight the request, determine how many employees are affected, and how funds would be distributed to employees.

**DISCUSSION/VOTE - CONSERVATION MAILLET/SOMMES - follow up on Conservation/Town request at 5/24 meeting for time sensitive request of \$50k-\$100k towards planning mitigation projects for Maillet Sommes Morgan conservation lands (to help move project forward towards state MVP grant):**

Senior Civil Engineer Alex Rozycki reviewed the history of the land, the current conditions of the proposed project area, and the benefits and progress of the project. The original ARPA

request is for \$112,000 for design services. DPW allocated \$50,000 out of the FY22 budget to get the process started. The total needed to get the design and invasive species management done before the next fiscal year is a minimum of \$77,000.

Mr. Rozycki noted that ARPA funding is the right avenue for this project, as it provides positive feedback and momentum for earmarks and grants, speaks to the priorities supported in the survey, and will benefit the immediate vicinity and larger region as the climate changes.

**On a motion by Shawn Brandt, and seconded by Mark Dockser, the Reading ARPA Advisory Committee voted 8-0 to recommend to the Select Board to allocate \$77,000 of ARPA funds for the construction project at the Maillet Sommes Conservation Land.**

**Roll call vote: Geoffrey Coram – Yes, Andrew Grimes – Yes, Chris Haley – Yes, Tom Wise – Yes, Mark Dockser – Yes, Shawn Brandt – Yes, Joe McDonagh – Yes, Marianne Downing – Yes.**

**DISCUSSION - SENIOR NEEDS FOLLOW UP - Discuss how/if ARPA can be used in more immediate way to help improve food quality for seniors, housing affordability, higher food costs, food truck feasibility:**

Rosemarie DeBenedetto expressed her frustration with the survey, and noted that there was a low return from the senior population because many seniors do not have access to computers, and the text on the printed copies were too small to read. She noted that there are not many food options at the Senior Center, and opined that a food truck is a good idea, but the Town does not have to own it.

**DISCUSSION - ARPA FUNDING REQUESTS - REVIEW ALL IN VIEW OF SURVEY RESULTS - Review table data on all ARPA requests received thus far, including this evening, review votes taken, compare requests with survey results, plan next steps:**

Marianne Downing reviewed the table of all requests for ARPA funds that have been received, and what funding has already been allocated. The Committee discussed how to recommend funding the highest priorities, having a second tier of suggested requests for any funds that might be left over from other projects, and what projects should be budget items.

**DISCUSSION - FUTURE AGENDA ITEMS & JUN-AUG MEETING DATES:**

Marianne Downing asked if the RAAC would need to vote on the \$4,500 for the survey of Conservation land. Mr. Maltez stated that the item is on the Select Board's agenda for June 28<sup>th</sup> and suggested moving forward without the formal endorsement of RAAC. Though most RAAC members expressed their support for the request.

Committee members discussed prioritizing projects. Marianne Downing tasked the members with ranking their priorities and dollar amounts to be compared at the next meeting. The objective is to have the deliverables by the end of the summer.

Members discussed future meeting dates agreed to schedule meetings for July 13<sup>th</sup> and August 3<sup>rd</sup>.

**On a motion by Chris Haley, and seconded by Mark Dockser, the Select Board voted 2-0 to adjourn at 11:11 pm, as Jackie McCarthy and Karen Herrick had already left the meeting.**

RAAC Members were asked to submit their ranking to the Town Manager ahead of the next meeting on July 13<sup>th</sup>.

**DISCUSSION/VOTE - to approve meeting minutes of 5/24/2022 meeting:**  
**On a motion by Shawn Brandt, and seconded by Tom Wise, the Reading ARPA Advisory Committee voted 7-0-1, with Tom Wise abstaining, as he was not present**

**at the meeting, to approve the meeting minutes of May 24, 2022 as amended, with clarification when the Select Board was called to order.**

**Roll call vote: Andrew Grimes – Yes, Geoffrey Coram – Yes, Chris Haley – Yes, Tom Wise – Abstain, Joe McDonagh – Yes, Shawn Brandt – Yes, Mark Dockser – Yes, Marianne Downing – Yes.**

**On a motion by Mark Dockser and seconded by Tom Wise, the Reading ARPA Advisory Committee voted 8-0 to adjourn at 11:15 pm.**

**Roll call vote: Geoffrey Coram – Yes, Andrew Grimes – Yes, Joe McDonagh – Yes, Shawn Brandt – Yes, Mark Dockser – Yes, Tom Wise – Yes, Chris Haley – Yes, Marianne Downing – Yes.**