



ARPA Meeting Minutes
Thursday, July 14, 2022
5:30pm via Zoom and in person
Clifford B. Green Memorial Center

TOWN OF BROOKLYN

P.O. Box 356 - Route 6 and 169
BROOKLYN, CONNECTICUT 06234

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Katherine D. Dykstra
TOWN OF BROOKLYN, CT

Present: Austin Tanner, Lou Brodeur, David Lee, Lyn Lacharite and Melissa Bradley; Recording Secretary
Ken Dykstra arrived at 5:38pm

Absent: Joe Voccio

Also Present: Patricia Buell, Jana Roberson, Bill Skene, Sharon Loughlin and 4-H representative on the phone

1. **Call to Order:** A. Tanner called the meeting to order at 5:33pm.
 2. **Public Comment:** None
 3. **Approve Minutes: 6/23/22:** L. Brodeur made a motion to approve the minutes of 6/23/22 as presented. D. Lee seconded the motion. Motion passed 4-0.
 4. **Review and Discussion on Submitted Applications:** A. Tanner states he spoke with CCM & NECCOG and both did not have a scoring system template, they stated each Town is doing their own thing. D. Lee came up with five questions that can be applied to each application:
 1. Does the request benefit the residents of the Town of Brooklyn?
 2. Is the request reasoning justified based on substantiated information obtained in the grant request?
 3. Is there other sources of funding available for this request?
 4. Is the need related to pandemic related expenses?
 5. What cost does granting this request encumber in the future to the Town of Brooklyn, if any?
- Patricia Buell discusses her two requests, telephone upgrade and HVAC upgrade. The HVAC is reimbursable at 72.8%.
5. **Discussion on Procedure and Timeline for Approval:** Dave Lee and Ken Dykstra will work on a scoring system that can be applied to each application. This can be worked into a spreadsheet.
 6. **Discussion on Additional Information Needed:** None
 7. **Set Next Meeting Date:** August 11 @ 5pm.

8. **Public Comment:** Sharon Laughlin encourages the committee to review the survey results and see if those needs are being met in the applications that were submitted.
9. **Other Business:** None
10. **Adjourn:** L. Brodeur made a motion to adjourn the meeting. L. Lacharite seconded the motion. Meeting adjourned at 6:29pm.

Respectfully Submitted;

Melissa J. Bradley
Recording Secretary