

**TOWN OF BARKHAMSTED
BOARD OF SELECTMEN MEETING
APRIL 26, 2022
BARKHAMSTED TOWN HALL
7:00 PM**

- 1. Call to Order**
- 2. Delegations**
- 3. Public Portion**
- 4. Review bills and sign checks**
- 5. Consider and act on minutes of the April 6, 2022, Special Meeting and the April 20, 2022, Special Meeting**
- 6. Review and act on Tax Refunds**
- 7. Discuss request from the Recreation Commission Director for an outdoor Pickleball Court**
- 8. Discuss and approve an appointment to the Economic Development Commission**
- 9. Discuss request from New Hartford Volunteer Ambulance**
- 10. Discuss request from Farmington Valley Health District**
- 11. Discuss updates to the ARPA expenditure plan**
- 12. Any other business**

BOARD OF SELECTMEN – APRIL 6, 2022
SPECIAL MEETING MINUTES
TOWN HALL

Meeting called to order at 5:33PM. Present were First Selectman Don Stein and Selectmen Ray Pech and Nick Lukiwsky. Also present was Terri Collins.

DELEGATIONS: No delegations were present.

PUBLIC COMMENT: No public comments were made.

MOTION: On a motion by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously, the minutes of the February 22, 2022, Special Meeting were approved with one correction. In the middle of the second page, the paragraph regarding capital budget approval for revaluation should read:

“The first year of hiring a firm to conduct the revaluation of property values by the Assessor. This is estimated to be a total of \$70,000 or \$35,000 per year for each of the coming fiscal years.”

MOTION: A motion was made by Nick Lukiwsky, seconded by Ray Pech, and passed unanimously to approve the following Tax Refunds:

| | | |
|------------------------|-----------|--------|
| Oak Brook Landing, LLC | \$ 781.23 | Refund |
| Tom Sullivan | \$ 63.28 | Refund |
| Christopher Stolarczyk | \$ 253.25 | Refund |
| Toyota Lease Trust | \$ 167.44 | Refund |
| Corrine Jasmin | \$ 80.45 | Refund |

DISCUSSION: The Selectmen reviewed the status of the current year’s General Government budget and the Tax Collections through March 31, 2022. The total collections are \$36,071 above the amount budgeted. The expectation is that the Current Year taxes will meet the budget. That will likely provide a surplus of \$50,000-\$75,000 in total for the fiscal year.

The expenditures for the General Government budget are at 76.9%, and we are at the 75% mark for the fiscal year. Therefore, the budget is on track based on many of our expenses having been paid in full at the beginning of the year. The employee salaries and benefits and the Highway Department expenditures are on track and the only large expense outstanding is the Resident State Trooper.

DISCUSSION: The Selectmen discussed the material that was going to be reviewed at the Annual Budget Hearing that was being held following the BOS meeting. That included ARPA funding, capital projects, the General Government budget, and the education and RRDD #1 budgets. They agreed that the proposal for UV-C ventilation treatment of the ventilation air in Town Hall, the Senior Center and the Highway Garage, as previously approved for the use of ARPA funds, needed more work to assure that there was proper purity of the air, while meeting the amount budgeted. They also noted that the other budgets had not changed since the prior review by the Board of Finance with one exception as noted in the next paragraph.

MOTION: On a motion by Ray Pech, seconded by Nick Lukiwsky, and passed unanimously, the Selectmen deleted the Recreation Department line item (\$2,000) that had previously been approved as part of the budget. This item was removed based on the amount of money in the Recreation fund that could be used to fund programs or to purchase supplies for programs, until the revenue from these programs was realized.

MOTION: A motion was made by Nick Lukiwsky, seconded by Ray Pech, and passed unanimously to authorize Don Stein to sign the C_PACE Partial Release Agreement. This agreement/contract modification releases the Town from any obligation to collect funds from businesses that take advantage of this program to reduce energy costs for their business. This is a change of policy as the program initially required the towns who enrolled in the program to collect the benefit assessment repayments. Those collections will now be performed by the Green Bank.

DISCUSSION: The Selectmen reviewed the request from a resident to add a place on the town website for residents to provide feedback to the town and its employees. Part of this request was that the feedback could be anonymous by the individual providing that feedback. The Selectmen were not in favor of this request based on the availability on the website of phone numbers and email contact info for all town employees. The use by the Town of Facebook also allows for providing requests or complaints. They did not feel that anonymity was appropriate for the use of the website, and it is not allowed by Facebook.

DISCUSSION: The Selectmen reviewed with Terri Collins the possibility of changing the Town Clerk and Tax Collector to appointed rather than elected positions. This has been discussed several times in the past and it was decided to table this idea, since there is currently no overwhelming reason for changing the current positions. To-date, the Selectmen have felt that the idea has some merit, but that there needs to be more compelling arguments for changing the long-standing practice.

MOTION: A motion was made by Nick Lukiwsky, seconded by Ray Pech, and passed unanimously to authorize Don Stein to sign the Municipal Grants-In-Aid Certification for

FY 2022. As has been the past practice, the Town will use these funds for road improvements, as is the primary purpose for the grant. If there was a desire to use it for another purpose, a waiver request would be required.

The meeting was adjourned at 6:25 PM.

The next meeting of the Board of Selectmen will be the Regular Meeting of April 26.

Respectfully submitted,

Donald S. Stein
First Selectman

BOARD OF SELECTMEN – APRIL 20, 2022
SPECIAL MEETING MINUTES
TOWN HALL

Meeting called to order at 9:30 AM. Present were First Selectman Don Stein and Selectmen Ray Pech and Nick Lukiwsky. .

DELEGATIONS: No delegations were present.

PUBLIC COMMENT: No public comments were made.

MOTION: On a motion by Ray Pech, seconded by Nick Lukiwsky, and approved unanimously, the calls for the Annual Budget Meeting and the Annual Town Meeting were approved (see attached).

MOTION: On a motion by Ray Pech, seconded by Nick Lukiwsky, and approved unanimously, the Selectmen modified the meeting schedule for the remainder of the year (see attached).

The meeting was adjourned at 9:44 AM.

Respectfully submitted,

Donald S. Stein
First Selectman

WARNING

**ANNUAL BUDGET MEETING
TOWN OF BARKHAMSTED
TUESDAY, MAY 3, 2022
IMMEDIATELY FOLLOWING THE ANNUAL TOWN MEETING**

The legal voters of the Town of Barkhamsted and those entitled to vote at Town Meetings in said Town are hereby warned and notified that the Annual Budget Meeting of said Town will be held in accordance with the Connecticut General Statutes and Ordinances of the Town of Barkhamsted on Tuesday, May 3, 2022, immediately following the Annual Town Meeting at 7:00 PM at the Barkhamsted Elementary School, 65 Ripley Hill Road, Barkhamsted, in said Town, for the transaction of business as follows:

- To consider and act on a report from the Board of Finance, including its estimates and expenditures and to adopt a budget for the Town of Barkhamsted for the fiscal year ending June 30, 2023
- To consider and act on returning funds, totaling \$ 90,000, to the Capital Reserve Fund from the following projects:
 - School Elevator \$ 90,000
- To consider and act on a transfer of \$175,000 from the General Fund to the Capital Reserve Fund
- To allocate \$265,000 from the Capital Reserve Fund for the following projects:

Town Projects

- First year of revaluation consultant \$ 35,000
- Town Hall and School parking Lot \$100,000
- Town Hall Painting \$ 10,000
- Replace 2011 Ford F-550 \$ 50,000

School Projects

- Replace cafeteria freezer/cooler \$ 70,000

Dated at Barkhamsted, Connecticut this 20th day of April 2022.

Donald S. Stein
First Selectman

Nicholas A. Lukiwsky
Selectman

Raymond P. Pech
Selectman

W A R N I N G

ANNUAL TOWN MEETING TOWN OF BARKHAMSTED TUESDAY, MAY 3, 2022 7:00 PM

The legal voters of the Town of Barkhamsted and those entitled to vote at Town Meetings within said Town are hereby warned and notified that on Tuesday, May 3, 2022, at 7:00 PM, the Annual Town Meeting of the Town of Barkhamsted will be held at the Barkhamsted Elementary School at 65 Ripley Hill Road, for the purpose of transacting business as follows:

1. To receive and act upon the report of the Board of Selectmen, Treasurer, Board of Education, and to hear and act on any other reports made at said meeting;
2. To authorize the Board of Selectmen to enter into an agreement or agreements with the State of Connecticut, through the Department of Transportation Commissioner, thereof, as they deem necessary relative to Town Aid and Dirt Road Appropriation, so called;
3. To authorize the Board of Selectmen to enter into an agreement or agreements with the State of Connecticut, through the Secretary of the Office of Policy and Management, thereof, as they deem necessary relative to Local Capital Improvement Program (LoCIP), so called, and subject to the LoCIP capital improvement plan as approved by the Board of Selectmen;
4. To authorize the Board of Selectmen for Fiscal Year 2022/2023 to borrow money with the concurrence of the Board of Finance in anticipation of taxes from time to time to pay current expenses of said Town and its obligations and to execute and deliver the Town's obligations for the same;
5. To consider and act upon a proposal to authorize the Board of Selectmen to apply for and expend any federal and or state grants for and by the Town;
6. To consider, discuss, and vote upon an appointment to the Stanclift Cove Authority for the term from 5/3/2022 to 12/31/2024.

Dated at Barkhamsted, Connecticut, this 20th day of April 2022.

Donald S. Stein
First Selectman

Raymond P. Pech
Selectman

Nicholas A. Lukiwsky
Selectman

BOARD OF SELECTMEN
MEETING DATES FOR 2022

| | |
|--------------------------|---------------------------|
| January 11 and 25 | February 22 |
| March 8 and 22 | April 5 and 26 |
| May 10 and 24 | June 28 |
| July 28, 9:00 AM | August 23 |
| September 13 | October 13 (Thur.) and 25 |
| November 9 (Wed.) and 22 | December 13 |

Notes:

Meetings are normally held on the 2nd and 4th Tuesday of each Month in Barkhamsted Town Hall. Changes to that schedule are noted above.

Unless noted above, meetings are held at 7:00PM.

Modified April 20, 2022

Don Stein

From: Barkhamsted Recreation
Sent: Monday, April 18, 2022 5:50 PM
To: Don Stein
Subject: Pickleball / platform tennis

Hi Don

I hope you had a nice weekend. The Easter Egg Hunt went well and was our highest attended. Everyone really seemed to have a terrific time and was a big event.

Below is an email that I am forwarding you about Pickleball from Georgia Gibb. We have had a good amount of interest in some outdoor Pickleball courts.

Have a great rest of the week.

Donna

----- Original message -----

From: George Gibb <ggibb@snet.net>
Date: 4/18/22 4:18 PM (GMT-05:00)
To: Barkhamsted Recreation <barkhamstedrec@barkhamsted.us>
Subject: Pickleball / platform tennis

Hi Donna

With all the generated interest in pickleball has there been any consideration in putting outdoors courts in town somewhere. The old tennis courts may be a great spot. Has there been any interest in platform tennis. This would be a great complement for fall/winter activity.

Thank you for your time.

George

Don Stein

From: Nicholas Maltby <president@newhartfordambulance.org>
Sent: Saturday, February 19, 2022 9:36 AM
To: Dan Jerram; Don Stein; Lew Patchett; Rob Lay
Subject: New Hartford Ambulance Paramedic Intercepts and First Responder Vehicle

Hi Dan & Don,

I wanted to approach you on a few items. The first is that we are looking for first responder vehicle as we now have a supervisor in the building for part of the week and we are starting an officer-of-the-day program. The purpose of the vehicle is to provide for supervisors to first respond to calls as well as respond as Command for complex scenes like multi-vehicle accidents. The first responder vehicle would be outfitted with all needed medical equipment as well as equipment needed to command a scene. You are aware of our budget issues, so what we are looking for is a resident who might have an older SUV/4WD they would be willing to donate to the ambulance. Would you be willing to post our need? I'm attaching a little blurb for your use

New Hartford Volunteer Ambulance donated SUV/4WD Needed!

New Hartford Volunteer Ambulance is seeking an SUV/4WD to be used as a first responder and Command vehicle so that we can respond quicker to 911 calls. If you are willing to donate an older SUV/4WD please contact us at president@newhartfordambulance.org. All donations are tax deductible.

The second item is budget related. Last year we would have been well into the red if not for the HHS grants and generous response from your Towns. Almost all of this is due to increases in staffing costs as I detailed in my budget request letter. While we have worked to cap our staffing expenses by hiring our own staff, we anticipate staffing costs to be about the same this year as last year. We are definitely working to increase volunteerism which is the clear way of reducing our staffing costs, but these are slow measures. We will be sending out a recruitment drive invitation shortly aimed at residents who already have an EMT certificate. My concern is that staffing volunteers is a State-wide struggle and I don't know how effective our efforts will be. In the meantime, we are projecting a \$30K loss this year and we do not expect there to be HHS grants to offset this. We are applying locally to the NW Community Bank and Torrington Savings Bank Foundations as well as the NW Community Foundation in Torrington. We have resubmitted Federal Assistance to Firefighters Grants. None of these are guaranteed as you know. At the same time, our Operating Fund has been depleted by \$70K from it's typical level of \$190K, leaving us with less flexibility financially. What I was hoping is that we could repeat what we did during COVID and only pay half of the Paramedic Intercepts for the next 6 months. We have a past due amount from 2016 that we are hoping could be forgiven (NH = \$26,046 B = \$1,717). Thank you for the fantastic support you have always provided us. Let me know if any of this is feasible.

Thanks,

Nicholas Maltby
President, New Hartford Volunteer Ambulance
New Hartford Volunteer Ambulance
PO Box 1
New Hartford, CT 06057
860-463-4192 (cell)
president@newhartfordambulance.org



Farmington Valley Health District

95 River Road, Suite C ▪ Canton, CT 06019
Phone (860) 352-2333 ▪ Fax (860) 352-2542

Avon • Barkhamsted • Canton • Colebrook • East Granby • Farmington • Granby • Hartland • New Hartford • Simsbury

April 8, 2022

Chief Elected/Appointed Officials:

In January, you received a letter from me in my capacity as Chairman of the Board of Directors of the Farmington Valley Health District (FVHD) requesting your communities consider funding support of the FVHD as you prepared your American Rescue Plan Act (ARPA) spending plan. Since that time the FVHD established an ARPA committee and has outlined funding priorities, endorsed by the full Board at the April Board meeting. The attached document outlines these priorities. Consistent with ARPA guidelines, the proposed expenditures will support the FVHD's ongoing critical public health response efforts. These public health efforts include vaccination campaigns, providing resources to address the growing mental health challenges exacerbated by the pandemic, modernization of information technology infrastructure and workforce development.

The FVHD is requesting a total of \$448,544, \$4.08 per capita. Each member town's specific allocation is defined in the attached document. The FVHD Board recognizes that each town may have different processes for development of ARPA allocations, however, the Board is hopeful you will advance FVHD's request recognizing that the FVHD is your local health department. As a district health department the FVHD, while a critical partner in both COVID response and recovery, is not eligible to receive ARPA funds directly as a regional entity.

In addition to the attached proposal, the Board is in the early phases of exploring the opportunity to purchase a building to house the district. While this is not part of the current ARPA funding request, it may be something the Board wishes to pursue in a subsequent proposal. The FVHD and the Board will keep you apprised as this exploration advances.

Thank you for your support of the FVHD and all their valuable work on behalf of our communities. Please do not hesitate to contact me or Jennifer should you have any questions regarding the ARPA request.

Sincerely,

Brandon Robertson, Chair
Farmington Valley Health District

FVHD ARPA Funding Proposal

| PRIORITY | ITEM | | | | TOTAL COST | | NEED |
|----------|--------------------------------|--|--|--|------------|--|---|
| | | FY 23 | FY 24 | FY 25 | | | |
| 1 | Community Outreach Coordinator | 80,000 + 45% fringe and indirect = \$116,000 | 82,400 + 45% fringe and indirect = \$118,480 | 84,872 + 45% fringe and indirect = \$123,064 | \$357,544 | | The Community Health Outreach Coordinator effectively identifies and addresses community health needs by building and enhancing community/public health partnerships. Duties for this position include serving as liaison between existing partners and performing outreach to identify and create new partnerships to address significant public health issues including mental health and addiction; advocating for the needs of individuals, the community and the health department; facilitating meetings for multi-disciplinary groups; and identifying and applying for grant opportunities. Grant writing will be a component part of the job duties and will be used to gradually ease this position into the operating budget. Considering the current mental health crisis, there should be multiple grant opportunities available. https://www.hhs.gov/sites/default/files/surgeon-general-youth-mental-health-advisory.pdf |
| 2 | Technology Plan | 5000 | 5000 | 5000 | \$15,000 | | To enhance and/or replace aging IT infrastructure including computers, laptops, remote access and software |
| 3 | Staff Training | | 3000 | 3000 | \$6,000 | | To support workforce development and trainings |

| | | | | | | |
|---|--------------------------|--------|-------|--|------------------|---|
| | | | | | | Communication expertise to increase the outreach of the District and understanding of the role and responsibilities of the health District and assist in building the communication capacity of the District. Johns Hopkins Bloomberg School of Public Health has announced the launch of a new communication campaign "Stop harassment and violence against the public health workforce". Now is a critical time to rebuild trust with the public and to help our community better understand the critical role of public health. https://standwithpublichealth.jhsph.edu/ |
| 4 | Communication Consultant | | 20000 | | \$20,000 | |
| 5 | Vehicle | 50,000 | | | \$50,000 | Cargo van for transportation of supplies and materials necessary to support mass vaccination clinics and community outreach materials |
| | | | | | | |
| | SUBTOTAL | | | | \$448,544 | |
| | | | | | | |
| | | | | | | |

Per Capita

\$4.08

PER CAPITA
WITHOUT
BUILDING

| | | | | | |
|--------------|--|--|--|--------|-----------|
| Avon | | | | 18,918 | \$77,209 |
| Barkhamsted | | | | 3,650 | \$14,897 |
| Canton | | | | 10,125 | \$41,323 |
| Colebrook | | | | 1,360 | \$5,551 |
| East Granby | | | | 5,218 | \$21,296 |
| Farmington | | | | 26,673 | \$108,860 |
| Granby | | | | 10,891 | \$44,449 |
| Hartland | | | | 1,900 | \$7,754 |
| New Hartford | | | | 6,652 | \$27,149 |
| Simsbury | | | | 24,516 | \$100,056 |

\$448,544

ARPA Expenditure Plan
01/14/22

| | Updated Figures -3/30/22 |
|--|--------------------------|
| <u>Approved/Committed</u> | |
| VFD Turnout Gear Dryer | \$ 9,999 |
| NWCT Transit request | \$ 10,000 |
| Duct cleaning - town hall/town garage (March 2022) | \$ 6,800 |
| Request from PV Children's Center | \$ 8,000 |
| EDC consultant | \$ 16,430 |
| School Front Door Intercom Replacement | \$ 6,399 |
| NH Ambulance Request | \$ 25,000 |
| First Congregational Church of Barkhamsted | \$ 15,000 |
| Barkhamsted Historical Society | \$ 10,000 |
| Town Hall Handicapped Doors | \$ 6,000 |
| Greenwoods Counseling & Referrals | \$ 10,000 |
| Phase 1 of School HVAC | \$ 22,750 |
| Broadband Consultant for cost of fiber to town | \$ 30,000 |
| Pleasant Valley Supplemental First Responder Kits | \$ 6,000 |
| Barkhamsted East & Riverton 1st Aid Kits + 2 Station AED's | \$ 6,012 |
| Marsars Ice Rescue Sled Kit | \$ 2,870 |
| 30 Motorola Pagers | \$ 13,230 |
| Request from PV Methodist Church | \$ 15,000 |
| Town Hall Bathrooms handicapped accessibility | \$ 4,700 |
| UV-C Ventilation (4.20.22 finalized) | \$ 30,000 |
| Rope Team - Adding/Replacing Outdated Gear | \$ 10,900 |
| Subtotal Committed | \$ 265,090 |
| Tree work - ash tree removal | \$ 40,000 |
| Additional road repairs and paving (note 1) | \$ 100,000 |
| Senior Center Parking lot | \$ 40,000 |
| Elementary School flooring | \$ 36,000 |
| Highway Department truck (F-550) (note 2) | \$ 50,000 |
| Subtotal Approved, but not Committed | \$ 266,000 |
| Subtotal | \$ 531,090 |
| <u>Approved/Awaiting More Detail</u> | |
| Little League field improvements (bathroom/snack shack) | \$ 60,000 |
| Extend Water Line from Winsted | \$ 250,000 |
| Town Building Security Cameras (needs electricity) | \$ 8,000 |
| Subtotal | \$ 318,000 |
| Total Approved | \$ 849,090 |
| <u>For further definition and possible approval</u> | |
| Truck washer for town garage | \$ 25,000 |
| Welding exhaust system | \$ 7,500 |
| Town Hall Boiler Replacement | \$ 8,890 |
| Senior Center Garage refurb | \$ 11,000 |
| Senior Center Kitchen Hood /kitchen expansion | \$ 40,000 |
| NH Ambulance (year 2) | \$ 25,000 |
| School irrigation system | \$ 5,000 |
| Paint Riverton Bridge | \$ 40,000 |
| Riverton cell service | \$ 25,000 |
| Subtotal | \$ 187,390 |
| Total Approved and Awaiting Definition | \$ 1,036,480 |
| Difference compared to total Allocation | \$ 30,818 |
| Total Allocation | \$ 1,067,298 |

Note 1: cost of framing/structure is \$27K; still awaiting estimates on slab, bathrooms, water system
Note 2: running/walking track, fitness stations changed to Truck Purchase

| | |
|---|----------|
| <u>No Longer being considered</u> | |
| School/Recreation Improvements | |
| Improvements to school parking and parking at church | |
| Tennis courts/skating rink | |
| Central A/C for school | |
| Town Hall Elevator | |
| Cybersecurity | |
| Repairs to Sr. Center handicapped door | |
| Greenwoods Hiking/Biking trail | |
| Riverton water line from Winsted to replace hydrant system | |
| Senior Center Van | |
| Riverton Grange request for handicapped ramp | |
| Required COVID testing of town employees | |
| NWCT Arts Council request | |
| Request from Girl Scout Troop | \$ 2,000 |
| Farmington River Bridge (by abutments) | |
| Economic Development (Cannabis retail or growing?) | |
| Riverton Merchants forum regarding uses of funds | |
| Potential request from BEVFD for assistance with truck purchase | |
| Economic development/ public assistance/resident assistance | |

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| Subtotal | \$ 187,390 |
| Total Approved and Awaiting Definition | \$ 1,036,480 |
| Difference compared to total Allocation | \$ 30,818 |
| Total Allocation | \$ 1,067,298 |

Note 1: cost of framing/structure is \$27K; still awaiting estimates on slab, bathrooms, water system
Note 2: running/walking track, fitness stations changed to Truck Purchase

| | |
|---|----------|
| <u>No Longer being considered</u> | |
| School/Recreation Improvements | |
| Improvements to school parking and parking at church | |
| Tennis courts/skating rink | |
| Central A/C for school | |
| Town Hall Elevator | |
| Cybersecurity | |
| Repairs to Sr. Center handicapped door | |
| Greenwoods Hiking/Biking trail | |
| Riverton water line from Winsted to replace hydrant system | |
| Senior Center Van | |
| Riverton Grange request for handicapped ramp | |
| Required COVID testing of town employees | |
| NWCT Arts Council request | |
| Request from Girl Scout Troop | \$ 2,000 |
| Farmington River Bridge (by abutments) | |
| Economic Development (Cannabis retail or growing?) | |
| Riverton Merchants forum regarding uses of funds | |
| Potential request from BEVFD for assistance with truck purchase | |
| Economic development/ public assistance/resident assistance | |