

TOWN OF WAITSFIELD
APRA ADVISORY COMMITTEE MEETING
Waitsfield Town Office OR Remote via Zoom
Wednesday, November 2nd, 2022
5:00 P.M. to 6:15 P.M

Please see note below for access

I. Call to Order: 5:00 P.M.

II. Regular Business.

1. Agenda additions, removals, or adjustments per 1 V.S.A. § 312 (d) (3) (A).
2. Review and finalize project prioritization framework
3. Brief review of project applications submitted to date
4. Review and approve minutes from October 5, 2022

III. Adjourn.

***PLEASE NOTE: Public access will be via Zoom. To watch and participate, please use the following link:**

<https://us02web.zoom.us/j/84820601919>

Meeting ID: 848 2060 1919

By phone: 1 (929) 205-6099

ALL TIMES ARE APPROXIMATE

Waitsfield Town Offices • 4144 Main Street • Waitsfield, VT 05673

*ARPA Committee: Charlie Goodman III, Vice Chair * Leo Laferriere * Mac Rood, Chair
Christine Sullivan (SB) * Brian Voigt (PC) * Jordan Gonda (SB alt.) * vacant * vacant*

Town Administrator: Annie Decker-Dell'Isola (802) 496-2218, x5 townadmin@gmavt.net

TOWN OF WAITSFIELD

APRA ADVISORY COMMITTEE MEETING

Wednesday, November 2nd, 2022 at 5:00pm

2) Review and finalize project prioritization framework

An updated draft project organization and prioritization spreadsheet has been emailed to the committee for their review. The updates are based on feedback that Annie received from the last meeting (which she was not able to attend due to illness) as well as staff's recommendations for how the spreadsheet might be organized. The Committee should review and make any final edits.

Proposed next steps are:

- **November 16th** – begin to review intake forms as a committee, based on project prioritization framework, and identify if additional information is needed before making a recommendation
- *November 18th – intake forms are due and will be shared with the entire committee*
- **December 7th** – continue review of intake forms as a committee, using the project prioritization framework, and identify if additional information is needed before making a formal recommendation to the Selectboard
- **December 21st** – final meeting to review intake forms, consider additional information, and make a final recommendation to the Selectboard for project to fund.
 - *It is not expected that that committee allocate the Town's entire award with this first round of project review. There are still town projects that will require funding and ongoing project like the wastewater/water study may be appropriate to spend ARAP funds on. The Selectboard may ask that the committee reconvene in a few months to consider more requests.*
- **January 2nd or 9th** – Waitsfield Selectboard consider the ARPA Committee's recommendations

3) Brief review of project applications submitted to date

Annie has attached copies of all Intake Request Forms received to date. The committee can begin a preliminary review of the applications received to date and identify if there are questions or additional information that will help them reach a decision in the next few weeks about whether to recommend funding.

4) Review and approve minutes from October 5, 2022

The minutes from October 5, 2022 are attached.

Waitsfield Municipal ARPA Request Application Form

The Town of Waitsfield has received \$506,081 in the American Recovery Plan Act (ARPA) funding, to be allocated by the Waitsfield Selectboard for use in the community. The intent of the funding is to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts
- Maintain vital public services, even amid declines in revenue resulting from the crisis
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

The funding may be used to (1) respond to the public health emergency, including its negative economic impacts (2) respond to workers who performed/are performing essential work during the COVID-19 public health emergency (3) provide for the provision of government services (4) invest in water/sewer/broadband infrastructure. Overall, there are a number of projects that would be considered community investments that include but are not limited to outdoor recreation, diversity & inclusion (DEI) measures, affordable childcare, measures to support housing development, bike & pedestrian safety, community gathering spaces, and support for local non-profits.

Project Overview

1. Organization requesting funds: Neck of the Woods VT
2. Primary applicant/point of contact: Betsy Jondro - Board Member
3. Applicant phone number: 802 793 8976
4. Applicant email address: betsy.jondro@gmail.com
5. Organization mailing address: 1673 Main St, Waitsfield, VT 05673
6. Award amount requested: \$ 25,000

7. Please describe your project idea including why it is needed, the impact it will have on the community, and how it aligns with one or more of the ARPA funding categories (*a project narrative can be attached to this form if more space is needed*):

Please see attached for details.

Project Funding

1. Total Project Cost: \$ \$190,000
2. Percent of project to be funded by ARPA award: 13.1%
3. Have other potential funding sources been identified? (i.e., state funds, grant opportunities, etc.):
 Yes No Not aware of other funding sources
If yes, from where?: ^{3 other SBoards of Valley Towns; CIP grant, private donolP} _____
4. Has an application been made for other funding?
 Yes No Not aware of other funding sources
If yes, from where?: ^{Fayston, Moretown have been done. Will apply to Warren in October.} _____
5. Does your organization operate valley-wide in the Mad River Valley?
 Yes No
6. If yes, have you made an application to other MRV towns for ARPA funding?
 Yes No
7. Has additional funding been awarded for the project?
 Yes No Applied but not yet heard back
If yes, from where?: ^{Moretown SBoard approved, Fayston pending. CIP Grant pending.} _____

The ARPA Committee may ask that a detailed project budget be submitted if additional information is needed

Project Location

1. Address of project: 1673 Main St, Waitsfield
2. Property owner: Neck of the Woods Inc
3. If different than the entity requesting funding, have you received property owner permission?:
 Yes No The requesting entity owns the property
The ARPA Committee may request proof that owner permission has been granted.
4. Will local, state, or federal permits be needed to complete the project as proposed? Check all that apply:
 VT environmental permits (as determined by the [ANR Permit Navigator](#))
 Municipal zoning permit State Building/Fire Permit Other: Plumbing and Electircal
 I'm not aware what permits may be needed for my project

The ARPA Committee may request additional detail on permits that may be required for a specific project.

Project Administration

1. Proposed project start date: Spring 2023
2. Proposed project end date: Fall 2023
3. Does the requesting organization have the capacity to manage the project throughout the duration?:
 Yes No Cannot commit at this time
4. What kind of ongoing maintenance will be required upon completion of the initial project?
Routine maintenance of appliances and space.

Applicant Signature: _____ Date: _____

If you have any questions about the application form please contact Town Administrator, Annie Decker-Dell'Isola, at townadmin@gmavt.net or (802) 496-2218 ext. 5.

The completed Project Intake Form can be returned to the Town Office in person or in the mail to:

Town of Waitsfield
c/o Town Administrator
4144 Main Street
Waitsfield, VT 05673

The form can also be submitted via email to townadmin@gmavt.net

NECK OF THE WOODS CHILDCARE and EARLY EDUCATION CENTER WAITSFIELD FUNDING REQUEST

As we all know the Mad River Valley has high demand and low supply of childcare with many families on waitlists. This is a huge challenge for young families currently residing in the Valley or looking to relocate here. We need these families to sustain our community and our local economy.

The mission of Neck of the Woods (NOW) is to provide high quality childcare and early education for children 6 weeks old through pre-school for the families of the Mad River Valley region. NOW also runs the after-school program at the Moretown School and a summer camp program for children ages 5 – 14. At NOW the current enrollment at our main campus is 51 children from ages 6 weeks old through pre-school. In Fall 2022 our new wastewater system will be installed allowing us to increase our enrollment to 75 children in 7 classrooms on the main floor.

In 2021 NOW began a major Capital Campaign with a goal of raising \$2,500,000 to purchase and renovate our main campus in the old Small Dog location. To date we have raised over \$900K from the Valley community which has been used for the down payment for our main campus, extensive renovations to the ground floor, the addition of a public water system and wastewater system and for the planning and installation of new fire and safety systems. The next phase of our construction is to install a commercial kitchen and cafeteria which will allow us to become a Head Start Program, bringing much needed social programs and enhanced opportunities for lower income families. Currently the nearest Head Start Programs are in Montpelier and Barre. Once the kitchen is complete we will begin to raise funds to renovate the second floor of the building, adding 4 – 6 more classrooms and capacity for another 50 children – bringing our main building capacity to 125 children. Getting more kids in daycare and Head Start will allow for more parents to enter the workforce.

The total cost of the kitchen/ cafeteria is estimated at \$190,000. We are requesting \$25,000 from each of the Valley towns from the available ARPA funds to begin this important next phase. The balance will be raised from the Valley Community. Currently Waitsfield has the largest number of children in our programs: 62 children ages 6 weeks to 14 years old or 27%. Additionally, our waiting list is over 90 children with a similar percentage from Waitsfield.

Thank you for your time and consideration. We look forward to meeting with the Waitsfield ARPA Advisory Committee.

ADDITIONAL INFORMATION

BACKGROUND: NOW was founded in 2012 as the Moretown Education Center for All (MECA) at the Moretown Elementary School by our Executive Director Moie Moulton. MECA initially offered part-time pre-school, after school and summer camp programs. In 2020 MECA moved to our new main campus in Waitsfield, changed our name to Neck of the Woods (NOW) and achieved 501c3 status. We expanded our programs to include full-time care for infants and toddlers plus expanded the pre-school program to full-time. Neck of the Woods purchased this property in January 2021 including a 10,000 square foot commercial building, a 5,600 square foot warehouse and 11 acres along the Mad River.

FINANCIAL SUSTAINABILITY: Neck of the Woods achieved financial sustainability in 2021 due in part to Covid relief funding. Our expanded enrollment to 75 children on our main campus in Fall 2022 will ensure our future sustainability and allow for us to begin offering benefits to our full-time employees. We are currently paying over \$19 per hour to staff (compared to the State average of \$13.27) and will continue to increase this as we move forward.

EDUCATION PHILOSOPHY: At NOW, our educators practice a strengths-based approach to learning, encouraging children to pursue areas of interest that inspire passion and success. We focus on the child's social-emotional development, with the understanding that a child's early years are essential to establishing a positive, resilient base from which to view the world. We base our programming around six core values of empowerment, support, empathy, resilience, community, and environmental sustainability. These values serve as our guides for promoting the healthy development of the youngest members of our community.

ADDITIONAL INFORMATION can be found on our website:

www.neckofthewoodsvt.org.

Waitsfield Municipal ARPA Request Application Form

The Town of Waitsfield has received \$506,081 in the American Recovery Plan Act (ARPA) funding, to be allocated by the Waitsfield Selectboard for use in the community. The intent of the funding is to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts
- Maintain vital public services, even amid declines in revenue resulting from the crisis
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

The funding may be used to (1) respond to the public health emergency, including its negative economic impacts (2) respond to workers who performed/are performing essential work during the COVID-19 public health emergency (3) provide for the provision of government services (4) invest in water/sewer/broadband infrastructure. Overall, there are a number of projects that would be considered community investments that include but are not limited to outdoor recreation, diversity & inclusion (DEI) measures, affordable childcare, measures to support housing development, bike & pedestrian safety, community gathering spaces, and support for local non-profits.

Project Overview

1. Organization requesting funds: Free Wheelin'
2. Primary applicant/point of contact: Michael Bransfield
3. Applicant phone number: 516-376-2486
4. Applicant email address: mb3@madriver.com
5. Organization mailing address: 5308 Main St #20, Waitsfield, VT 05673
6. Award amount requested: \$ 10,000
7. Please describe your project idea including why it is needed, the impact it will have on the community, and how it aligns with one or more of the ARPA funding categories (*a project narrative can be attached to this form if more space is needed*):
Attached

Project Funding

1. Total Project Cost: \$ 90,000
2. Percent of project to be funded by ARPA award: 9%
3. Have other potential funding sources been identified? (i.e., state funds, grant opportunities, etc.):
 Yes No Not aware of other funding sources
GMP, ACCD, Downstreet, MRV Towns and Free Wheelin' fundraising
If yes, from where?: _____
4. Has an application been made for other funding?
 Yes No Not aware of other funding sources
If yes, from where?: Fayston, Moretown
5. Does your organization operate valley-wide in the Mad River Valley?
 Yes No
6. If yes, have you made an application to other MRV towns for ARPA funding?
 Yes No
7. Has additional funding been awarded for the project?
 Yes No Applied but not yet heard back
If yes, from where?: Fayston, Moretown

The ARPA Committee may ask that a detailed project budget be submitted if additional information is needed

Project Location

1. Address of project: 5308 Main St #20, Waitsfield, VT 05673
2. Property owner: Downstreet
3. If different than the entity requesting funding, have you received property owner permission?:
 Yes No The requesting entity owns the property
The ARPA Committee may request proof that owner permission has been granted.
4. Will local, state, or federal permits be needed to complete the project as proposed? Check all that apply:
 VT environmental permits (as determined by the ANR Permit Navigator)
 Municipal zoning permit State Building/Fire Permit Other: Electrical Permit
 I'm not aware what permits may be needed for my project

The ARPA Committee may request additional detail on permits that may be required for a specific project.

Project Administration

1. Proposed project start date: June 2023
2. Proposed project end date: September 2023
3. Does the requesting organization have the capacity to manage the project throughout the duration?:
 Yes No Cannot commit at this time
4. What kind of ongoing maintenance will be required upon completion of the initial project?
Ongoing maintenance of the vehicle will fit into the regularly scheduled vehicle
maintenance schedule.

Applicant Signature:  _____

Date: 10/17/2022

If you have any questions about the application form please contact Town Administrator, Annie Decker-Dell'Isola, at townadmin@gmavt.net or (802) 496-2218 ext. 5.

The completed Project Intake Form can be returned to the Town Office in person or in the mail to:
Town of Waitsfield
c/o Town Administrator
4144 Main Street
Waitsfield, VT 05673

The form can also be submitted via email to townadmin@gmavt.net

ARPA request from Free Wheelin'
October 13, 2022

Free Wheelin is a volunteer ride service that is supported by Mad River Valley Community Fund, Mad River Valley Interfaith Council and the Mad River Senior Center. There are 200 registered riders in our community and the ride service averages 100 free rides per month.

While some of these rides are to Dartmouth, Berlin and Burlington, many of them are also local. We are looking for town support to purchase an electric vehicle for our local service. An electric vehicle is more environmental responsible and less expensive to run and maintain.

We are asking the 4 towns to support the cost of the vehicle, with Free Wheelin to cover the difference. We are working with Downstreet to apply for grants for the charging station. That grant period will be open in Spring of 2023.

Town support in funding an electric vehicle will meet public health goals and environmental goals. Additionally, town support for an electric vehicle will help normalize the use of these vehicles.

JIM BOYLAN

164 WHITE PINE DRIVE, WAITSFIELD, VERMONT 05673
phone, 802-496-4621
e-mail, research@madriver.com

RECEIVED

OCT 18 2022

TOWN OF WAITSFIELD

To: Annie Decker Dell'Isola, Waitsfield Town Administrator

From: Jim Boylan



Date: October 18, 2022

Re: ARPA Request Application Form

Attached is an application form for ARPA funding. It is not clear in the form why the application is from an organization. This application is from a citizen requesting that the Town of Waitsfield be awarded ARPA funds to install appropriate lighting and all weather flags on all town owned flag poles and flag displays.

Any questions give me a call.

Thanks.

Waitsfield Municipal ARPA Request Application Form

The Town of Waitsfield has received \$506,081 in the American Recovery Plan Act (ARPA) funding, to be allocated by the Waitsfield Selectboard for use in the community. The intent of the funding is to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts
- Maintain vital public services, even amid declines in revenue resulting from the crisis
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

The funding may be used to (1) respond to the public health emergency, including its negative economic impacts (2) respond to workers who performed/are performing essential work during the COVID-19 public health emergency (3) provide for the provision of government services (4) invest in water/sewer/broadband infrastructure. Overall, there are a number of projects that would be considered community investments that include but are not limited to outdoor recreation, diversity & inclusion (DEI) measures, affordable childcare, measures to support housing development, bike & pedestrian safety, community gathering spaces, and support for local non-profits.

Project Overview

1. Organization requesting funds: Not clear, Town of Waitsfield, citizen

2. Primary applicant/point of contact: Jim Boylan

3. Applicant phone number: 802-496-4621

4. Applicant email address: research@madriver.com

5. Organization mailing address: NA, 164 White Pine Drive

6. Award amount requested: \$ Not clear, around \$ 12,000

7. Please describe your project idea including why it is needed, the impact it will have on the community, and how it aligns with one or more of the ARPA funding categories (*a project narrative can be attached to this form if more space is needed*):

See attached narrative

Project Funding

1. Total Project Cost: \$ not determined, needs contractor estimates
2. Percent of project to be funded by ARPA award: 100
3. Have other potential funding sources been identified? (i.e., state funds, grant opportunities, etc.):
 Yes No Not aware of other funding sources
If yes, from where?: _____
4. Has an application been made for other funding?
 Yes No Not aware of other funding sources
If yes, from where?: _____
5. Does your organization operate valley-wide in the Mad River Valley?
 Yes No
6. If yes, have you made an application to other MRV towns for ARPA funding?
 Yes No
7. Has additional funding been awarded for the project?
 Yes No Applied but not yet heard back
If yes, from where: _____

The ARPA Committee may ask that a detailed project budget be submitted if additional information is needed

Project Location

1. Address of project: All municiply owned flag poles and flag displays
2. Property owner: Town of Waitsfield
3. If different than the entity requesting funding, have you received property owner permission?:
 Yes No The requesting entity owns the property
The ARPA Committee may request proof that owner permission has been granted.
4. Will local, state, or federal permits be needed to complete the project as proposed? Check all that apply:
 VT environmental permits (as determined by the ANR Permit Navigator)
 Municipal zoning permit State Building/Fire Permit Other: _____
 I'm not aware what permits may be needed for my project
The ARPA Committee may request additional detail on permits that may be required for a specific project.

Project Administration

1. Proposed project start date: When funds are awarded

2. Proposed project end date: When completed

3. Does the requesting organization have the capacity to manage the project throughout the duration?:

Yes No Cannot commit at this time

4. What kind of ongoing maintenance will be required upon completion of the initial project?

Routine

Applicant Signature: James G. Boylan

Date: 10/18/22

If you have any questions about the application form please contact Town Administrator, Annie Decker-Dell'Isola, at townadmin@gmavt.net or (802) 496-2218 ext. 5.

The completed Project Intake Form can be returned to the Town Office in person or in the mail to:
Town of Waitsfield
c/o Town Administrator
4144 Main Street
Waitsfield, VT 05673

The form can also be submitted via email to townadmin@gmavt.net

PROJECT NARRATIVE

This request is for funds to install appropriate lighting and display all weather flags on all town owned flag poles and flags including town hall, fire station, school and cemeteries.

This project will meet the requirements of the American Recovery Plan Act (ARPA) and the towns # 3 “provide for the provision of government services” by upgrading all of the municipally owned and maintained US flag poles and flag displays to meet the US Flag Code 4 USC Ch. 1: THE FLAGt§6. Time and occasions for display:

(a) It is the universal custom to display the flag only from sunrise to sunset on buildings and on stationary flagstaffs in the open. However, when a patriotic effect is desired, the flag may be displayed 24 hours a day if properly illuminated during the hours of darkness.

Waitsfield Municipal ARPA Request Application Form

The Town of Waitsfield has received \$506,081 in the American Recovery Plan Act (ARPA) funding, to be allocated by the Waitsfield Selectboard for use in the community. The intent of the funding is to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts
- Maintain vital public services, even amid declines in revenue resulting from the crisis
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

The funding may be used to (1) respond to the public health emergency, including its negative economic impacts (2) respond to workers who performed/are performing essential work during the COVID-19 public health emergency (3) provide for the provision of government services (4) invest in water/sewer/broadband infrastructure. Overall, there are a number of projects that would be considered community investments that include but are not limited to outdoor recreation, diversity & inclusion (DEI) measures, affordable childcare, measures to support housing development, bike & pedestrian safety, community gathering spaces, and support for local non-profits.

Project Overview

1. Organization requesting funds: The Valley Players
2. Primary applicant/point of contact: Ruth Ann Pattee
3. Applicant phone number: 802-793-4220
4. Applicant email address: ruthann@valleyplayers.com
5. Organization mailing address: PO Box 441, Waitsfield, VT 05673
6. Award amount requested: \$ 75,000
7. Please describe your project idea including why it is needed, the impact it will have on the community, and how it aligns with one or more of the ARPA funding categories (*a project narrative can be attached to this form if more space is needed*):
The Valley Players, an all-volunteer community theater group, have been promoting cultural activities in the Mad River Valley for over 40 years. We own our building in partnership with the Mad River Dance Academy. Along with all other performance venues, both businesses in the building had to shut down for over a year during the pandemic. The Valley Players' status as an all-volunteer organization caused us to be ineligible for federal CovidRelief programs such as the Paycheck Protection Program and the Shuttered Venue Grant, both of which required that our organization had paid employees or artists. Additionally, our major fundraising event each year, the Mad River Valley Craft Fair, had to be canceled in 2020. These circumstances resulted in a loss of more than \$25,000 for our 2020/21 fiscal year. A recent inspection of the Valley Players Theater building by the Vermont Dept. of Public Safety showed we will be required to make multiple upgrades and repairs to our current fire safety systems over the next two years at an approximate cost of \$100,000. This is beyond our budget in even a banner year. The Valley Players organization and the theater building have proven to be a vital part of Waitsfield and now is in need of financial support to keep this historic building available for the community (see attached narrative for more details).

Project Funding

1. Total Project Cost: \$ 100,000 (approx.)
2. Percent of project to be funded by ARPA award: 75%
3. Have other potential funding sources been identified? (i.e., state funds, grant opportunities, etc.):
 Yes No Not aware of other funding sources
If yes, from where?: Vermont Arts Council, Lawson's Sunshine Fund
4. Has an application been made for other funding?
 Yes No Not aware of other funding sources
If yes, from where?: Vermont Arts Council, Lawson's Sunshine Fund Creative Futures Grant, possible max. award of \$7,500; Sunshine Fund (if awarded) would yield approx. \$10,000
5. Does your organization operate valley-wide in the Mad River Valley?
 Yes No
6. If yes, have you made an application to other MRV towns for ARPA funding?
 Yes No
7. Has additional funding been awarded for the project?
 Yes No Applied but not yet heard back
If yes, from where: _____

The ARPA Committee may ask that a detailed project budget be submitted if additional information is needed

Project Location

1. Address of project: 4254 Main Street, Waitsfield
2. Property owner: The Valley Players, in condominium with the Mad River Dance Academy
3. If different than the entity requesting funding, have you received property owner permission?:
 Yes No The requesting entity owns the property
The ARPA Committee may request proof that owner permission has been granted.
4. Will local, state, or federal permits be needed to complete the project as proposed? Check all that apply:
 VT environmental permits (as determined by the [ANR Permit Navigator](#))
 Municipal zoning permit State Building/Fire Permit Other: _____
 I'm not aware what permits may be needed for my project

The ARPA Committee may request additional detail on permits that may be required for a specific project.

Project Administration

1. Proposed project start date: April 1, 2023
2. Proposed project end date: April 1, 2025
3. Does the requesting organization have the capacity to manage the project throughout the duration?:
 Yes No Cannot commit at this time
4. What kind of ongoing maintenance will be required upon completion of the initial project?
Standard maintenance of all fire and safety systems, manageable by the Valley Players organization

Applicant Signature: Ruth Ann Pattee Digitally signed by Ruth Ann Pattee
Date: 2022.10.18 09:52:47 -04'00' Date: _____

If you have any questions about the application form please contact Town Administrator, Annie Decker-Dell'Isola, at townadmin@gmavt.net or (802) 496-2218 ext. 5.

The completed Project Intake Form can be returned to the Town Office in person or in the mail to:

Town of Waitsfield
c/o Town Administrator
4144 Main Street
Waitsfield, VT 05673

The form can also be submitted via email to townadmin@gmavt.net



4254 Main Street / PO Box 441, Waitsfield, Vermont 05673
802-583-1674 / valleyplayers@madriver.com / www.valleyplayers.com

September 15, 2022

Annie Decker-Dell'Isola
Town of Waitsfield Administrator
4144 Main Street
Waitsfield, VT 05673

Dear Annie,

In response to the Town of Waitsfield's call for community ideas as to how the funding received from the American Rescue Plan Act could most benefit our area, the Valley Players community theater group would like to respectfully submit the following proposal. We feel our proposal fits the statutory eligible use category of resolving a negative economic impact caused by the Covid-19 public health emergency.

Our status as an all-volunteer organization caused us to be ineligible for federal Covid Relief programs such as the Paycheck Protection Program and the Shuttered Venue Grant, both of which required that our organization had paid employees or artists. Our major fundraiser of the year, the Mad River Craft Fair, had to be canceled in 2020, resulting in a loss of approximately \$25,000 during 2020/21.

We are slowly returning to our annual production schedule of four shows per year, but continued uncertainty about new variants of Covid-19 make our plans, and income from those plans, subject to change. A recent inspection of the Valley Players Theater building by the Vermont Dept. of Public Safety has resulted in our being required to make multiple upgrades and repairs to our current fire safety systems over the next two years at an approximate cost of \$100,000. This is beyond our budget in even a banner year.

Description of Our Organization:

The Valley Players, an all-volunteer community theater group, have been promoting cultural activities in the Mad River Valley for over forty years, including production of plays and musicals, education in theatrical arts, and concerts and comedy shows. We are committed to serving residents and visitors alike with approximately four theatrical productions per year, and annual sponsorship of a ten-minute play festival and a summer children's theater camp.

In addition, we make our space available to other performing arts groups and to the community at large for a very modest fee. Some examples of recent uses are: the Joslin Memorial Library, which sponsored a free film screening of the Listen Up Project, an original musical inspired, written and performed by Vermont teens; the Vermont Symphony Orchestra, which brought *JukeBox*, an eclectic concert of contemporary and classic music; and the Mad River Community Fund, which used the space for a benefit concert. Prior to the recent pandemic, the Waitsfield School used the theater for years for their 5th & 6th grade play, and the Valley Reporter hosted political debates during election years. Members of the community have also used the space for birthday parties, celebrations of life, and weddings at a



4254 Main Street / PO Box 441, Waitsfield, Vermont 05673
802-583-1674 / valleyplayers@madriver.com / www.valleyplayers.com

greatly reduced cost compared to other venues in the area. The Valley Players organization and the theater building have proven to be a vital part of the area and now, after 40 years of continuous operation without many upgrades, is in need of financial aid to keep this historic building available for the community.

As previously stated, a recent inspection of the Valley Players Theater building by the Vermont Dept. of Public Safety has resulted in our being required to make multiple upgrades and repairs to our current fire safety systems, including fire alarm and sprinkler systems, construction of heating unit enclosures with one-hour fire-rated construction and doors in several areas, exit signs and emergency lighting units, upgrading to code several stairways and doors, installing permanent electrical wiring in several areas, and construction of an egress path with a firm walk-able surface that is maintainable year-round from the building's side emergency exit. In order to keep the Valley Players Theater available for the community to use and enjoy, these upgrades will need to be completed as soon as possible to ensure the safety of our audiences. We are working with an engineer to evaluate the costs involved, but early estimates are approximately \$100,000.00 in cost of upgrades. Outside of the cost of these upgrades, we also seek to make the building handicap accessible with the addition of a lift up to the front door of the building.

Our current holdings and projected income will not be enough to cover these expenses. If not for the pandemic, we would have been able to budget accordingly to make these upgrades over the next few years, but the loss of income due to being completely closed for one year and the cancellation of our major fundraiser has put us behind.

Our Request for Funding:

We respectfully request that the Town Administrator pass our proposal on to the ARPA Advisory Committee for consideration. It is our hope that the Committee will make a recommendation to the Selectboard to make a grant to the Valley Players to assist in the recovery of revenue lost during the public health emergency so that the community can continue to enjoy the many uses it provides.

Sincerely,

A handwritten signature in cursive script that reads "Ruth Ann Pattee". The signature is written in a dark ink and is positioned to the left of the typed name.

Ruth Ann Pattee
Valley Players Board Membership and Fundraising Coordinator
ruthann@valleyplayers.com

Waitsfield Municipal ARPA Request Application Form

The Town of Waitsfield has received \$506,081 in the American Recovery Plan Act (ARPA) funding, to be allocated by the Waitsfield Selectboard for use in the community. The intent of the funding is to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts
- Maintain vital public services, even amid declines in revenue resulting from the crisis
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity

The funding may be used to (1) respond to the public health emergency, including its negative economic impacts (2) respond to workers who performed/are performing essential work during the COVID-19 public health emergency (3) provide for the provision of government services (4) invest in water/sewer/broadband infrastructure. Overall, there are a number of projects that would be considered community investments that include but are not limited to outdoor recreation, diversity & inclusion (DEI) measures, affordable childcare, measures to support housing development, bike & pedestrian safety, community gathering spaces, and support for local non-profits.

Project Overview

1. Organization requesting funds: Mad River Valley Senior Citizens (MRVSC)
2. Primary applicant/point of contact: Lisa Jenison, Waitsfield Resident
3. Applicant phone number: 802-793-0716
4. Applicant email address: ljenison@madriver.com
5. Organization mailing address: 5308 Main St #20, Waitsfield, VT 05673
6. Award amount requested: \$ \$7,500
7. Please describe your project idea including why it is needed, the impact it will have on the community, and how it aligns with one or more of the ARPA funding categories (*a project narrative can be attached to this form if more space is needed*):
MRVSC requests ARPA funding to help ensure our Meals on Wheels
(MOW) Program remains available for senior neighbors in the Mad
River Valley, due to a pandemic-related cost-hike on this program.
Attached is a letter describing why the funds are needed, the impact on
the Waitsfield community, and how this need aligns with ARPA funding.

Project Funding

1. Total Project Cost: \$ \$106,488 for seniors from all MRVs towns.
2. Percent of project to be funded by ARPA award: 7% of total program cost.
3. Have other potential funding sources been identified? (i.e., state funds, grant opportunities, etc.):
 Yes No Not aware of other funding sources
If yes, from where?: See attached letter.
4. Has an application been made for other funding?
 Yes No Not aware of other funding sources
If yes, from where?: See attached letter.
5. Does your organization operate valley-wide in the Mad River Valley?
 Yes No
6. If yes, have you made an application to other MRV towns for ARPA funding?
 Yes No
7. Has additional funding been awarded for the project?
 Yes No Applied but not yet heard back
If yes, from where: All MRV towns

The ARPA Committee may ask that a detailed project budget be submitted if additional information is needed

Project Location

1. Address of project: 5308 Main St., #20, Waitsfield VT 05673
2. Property owner: MRVSC operates its MOW program from Evergreen Place.
3. If different than the entity requesting funding, have you received property owner permission?:
 Yes No The requesting entity owns the property

The ARPA Committee may request proof that owner permission has been granted.

4. Will local, state, or federal permits be needed to complete the project as proposed? Check all that apply:
 VT environmental permits (as determined by the ANR Permit Navigator)
 Municipal zoning permit State Building/Fire Permit Other: _____
 I'm not aware what permits may be needed for my project

The ARPA Committee may request additional detail on permits that may be required for a specific project.

Project Administration

1. Proposed project start date: Funding is requested as soon as possible.
2. Proposed project end date: Within one year from project funding date
3. Does the requesting organization have the capacity to manage the project throughout the duration?:
 Yes No Cannot commit at this time
4. What kind of ongoing maintenance will be required upon completion of the initial project?
Please see attached letter describing the program

Applicant Signature: 

Date: 10-28-2022

If you have any questions about the application form please contact Town Administrator, Annie Decker-Dell'Isola, at townadmin@gmavt.net or (802) 496-2218 ext. 5.

The completed Project Intake Form can be returned to the Town Office in person or in the mail to:
Town of Waitsfield
c/o Town Administrator
4144 Main Street
Waitsfield, VT 05673

The form can also be submitted via email to townadmin@gmavt.net



Mad River Valley Senior Citizens

5308 Main St # 20 ♦ Waitsfield, VT 05673

802-496-2543 ♦ mrvsc@gmail.net ♦ mrvseniors.org

Enhancing the lives of seniors in the Mad River Valley

October 27, 2022

Waitsfield ARPA Committee
Waitsfield, VT 05673

Dear Committee Members,

Mad River Valley Senior Citizens (MRVSC) seeks your help to bridge a COVID-related funding gap at our organization, ensuring that Meals on Wheels and related services remain available for all of Waitsfield's seniors. During this pandemic-related inflationary time, a significant cost burden has hit our organization (primarily related to our Meals on Wheels program). Our organization requests \$7,500 in ARPA funding from the town of Waitsfield (and is making similar requests to other towns) to help us meet this burden.

Based upon information from the Vermont League of Cities and Towns website, we believe our organization qualifies for ARPA funding for these reasons:

1. The Vermont League of Cities and Towns website states that towns are often using ARPA funds for "support for local non-profits doing excellent work that benefits residents". Our work is vital for seniors in Waitsfield. Meals on Wheels and our other senior services are critically important to keep our communities strong.
2. ARPA funds can be used for "government services", which can include public safety. For Waitsfield's homebound seniors, Meals on Wheels is a significant contributor to their safety because this program ensures that they are provided with a warm daily meal as well as a volunteer visit Monday-Friday to check on their safety and well-being.
3. ARPA funding can be used to address the impacts of the pandemic. One clear impact is the inflation we are now seeing, especially in our food and packaging costs. Last fiscal year our food and packaging costs alone rose by 38% in one year. We expect them to rise again in the coming year.

MRVSC's overall organizational budget costs for the coming year (Oct. 2022 – Sept. 2023) are rising 36%, a \$42,000 increase from 2 years ago. Our expected shortfall vs. revenues for this coming year is \$22,500. We are making every effort to raise additional funds by building upon our fundraising events, soliciting additional grant funding from targeted businesses, and conducting new individual donor campaigns. We are also undertaking a careful analysis of future funding needs, which may require petitioning for higher annual town funding in 2024.

As we work on all fronts to grow our fundraising, we require help this year from each of our four service-area towns to address this unforeseen inflation-based need. With your help we will bridge our funding gap, while we expand fundraising to make up our budget shortfall!

Numbers Served and Cost of Services:

While numbers change annually, we are currently providing 19 Waitsfield residents with Meals on Wheels. Our program offers up to 7 meals per week to clients, which includes a hot meal delivered each weekday plus two frozen meals for the weekend. We are a frugal organization. Drivers are all unpaid volunteers and do not get reimbursed for mileage.

Our 2022-23 budget for providing Meals on Wheels to residents from all four Valley towns is \$106,488. Waitsfield's 19 MOW recipients constitute over 42% of this amount, at a budgeted cost of \$44,962. Our direct cost per meal (wages, food and packaging) is \$7.46.

Due to the pandemic-related cost burden, we are asking the town of Waitsfield for a \$7,500 grant of ARPA funds. This funding will ensure a vital safety-net for our senior services, while we expand organizational fundraising to balance our budget in the future.

Mad River Valley Senior Citizens has served older adults in our Valley towns for over 35 years. With a small part-time staff, we rely on dozens of volunteers (Board members, MOW drivers, prep cooks, servers, guest presenters, and more), who work each day to make our services possible.

In addition to Meals on Wheels and community congregate meals, other MRVSC services include social and educational activities (travelogues, speakers, music, entertainment, etc.) and events/trips that promote participants' overall wellness. We also help finance the Free Wheelin' service (along with two other Valley organizations) providing free rides for seniors to medical and other necessary appointments.

Your ARPA support of \$7,500 will ensure that Meals on Wheels and all of MRVSC's activities and services continue to help our senior neighbors. *Thank you for your considering this request.*

Sincerely,



Lisa Jenison
MRVSC Board Member and Waitsfield resident
802-793-0716 ljenison@madriver.com

TOWN OF WAITSFIELD, VERMONT
ARPA Committee Meeting Minutes
Wednesday, October 5, 2022

Members Present: Chris Badger, Charlie Goodman, Leo Laferriere, Joel Rhodes, Mac Rood, Christine Sullivan, Brian Voigt

Staff Present:

Others Present: Bob Cook, Anthony Italiano (MRVTV)

I. Call To Order

The meeting was called to order at 5:05 pm by Charlie Goodman. The meeting was held in person at the Waitsfield Town Offices and remotely via Zoom. Mac arrived shortly after the meeting began.

II. Regular Business.

1. Agenda additions, removals, or adjustments per 1 V.S.A. § 312 (d) (3) (A)

Chris and Joel introduced themselves and provided some background information regarding the local energy-related work they are involved in. Chris is the Town's Energy Coordinator.

Christine noted that Annie is not able to attend, and some of the agenda items may not be able to be fully covered without her being available to provide related materials.

2. Develop and approve project prioritization framework

The template created by Annie was reviewed; it was agreed that the general framework of the matrix would be suitable for evaluation of proposed projects. Chris pointed out that it would be helpful to have some type of quantifiable evaluation included, as a rating system might help indicate the top candidates out of those that satisfy the basic requirements. There was some discussion regarding the best way to approach this; ideas generated included weighting the columns or distributing points among the columns. Chris asked if there was an intent to distribute a portion of the total funds available to each of the specific buckets.

Ideas were generated for additional criteria to be rated, including:

- Whether or not the project falls into one of the bucket list categories
- What stage is the project current at – visioning, planned, shovel-ready
- Total cost/percentage requested of ARPA
- Additional funding available
- Location
- Any required permitting
- Administration responsibilities
- If multi-town, where other ARPA funds are being requested
- Likelihood of completion by 2026

It was decided that some columns would be better evaluated with a simple yes/no rather than a three-level gauge. It was also noted that an evaluation of 'impact' should include an assessment of whether the project is transformational and how well it aligns with Town Plan goals.

Leo requested that steps be taken to ensure that the public is aware of the application process for projects, and suggested that the evaluation matrix be made available when finalized so that applicants may use it as a reference.

3. Update on project ideas submitted to date

a. Consider a deadline for initial project intake form submittals

It was decided to set a due date of November 18 for submission of project ideas, with review to begin at the December 7 Committee meeting. Annie will be requested to publish this information, and to have hard copies available for those that need them.

4. Review and approve minutes

The minutes of September 21, 2022 were approved.

5. Other Business

No other business was taken up.

III. Adjournment

The meeting adjourned at 6:17 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary