BLOOMFIELD TOWN COUNCIL
FINANCE SUBCOMMITTEE

There was a special meeting of the above referenced subcommittee held on Monday, April 7, 2022 at 6:30 p.m. via Zoom remote meeting.

Committee Members present were: Councilor Kenneth McClary, Chair, Deputy Mayor Gregory Davis, Councilors Anthony Harrington, C.F. Politis and Joseph Merritt

Also present were: Keri Rowley, Finance Director, Nancy Haynes, Risk and Purchasing Manager, Town Attorney Marc Needelman and India Rodgers, Clerk of Council

Absent was: Stanley D. Hawthorne, Town Manager

Guest were: James Nytko, Local Government Solutions – ARPA Consultant

The meeting was called to order at 6:30 p.m.

Introduction of Consulting Group and Presentation/Discussion on Drafted American Rescue Plan Act (ARPA) Community Survey and Outreach Plan

Mr. James Nytko, Consultant with Local Government Solutions was selected to develop and conduct the Strategic Engagement Plan for the American Rescue Plan Act (ARPA) Community Survey and Outreach Plan. Mr. Nytko gave a brief overview of the overall engagement process with Bloomfield Neighbors. He outlined five steps in the External Engagement Process:

- Step 1 - Inform – Making information available to the public is a critical step in the ARPA Strategic Planning process
- Step 2 - Consult – Obtaining neighbor feedback is an important step to inform the future ARPA decision making process
- Step 3 - Involve – Understanding neighbor input in the engagement strategy
- Step 4 - Collaborate – Working in partnership with neighbors to develop strategic initiatives
- Step 5 - Decide – Formal approval of plans relating to the use of ARPA funds.

There ensued a brief discussion relative to the administration of the Community Survey and suggestions on how to maximize public input and engagement.

- Variety of ways to distribute the survey, electronic portal, hard copies available, mailings, which is an ARPA eligible expense.
- Noting the actual $1.6 million in funding allocation for the community, the $4.6 million recommended adopted budget
- Available town locations to distribute the surveys, Library, Human Services Center, Town Hall, Police Department and all other town facilities, Board of Education
- Casting a wide net to capture everyone in the Town of Bloomfield
• Timeline for survey completion and next steps (potential two-step process – 1 ½ months)
• Several Virtual Town Halls scheduled, two weeks apart, after survey period expires, Council should take
the lead on setting the engagement schedule
• Marketing materials, QR Code, one survey per person

Mrs. Nancy Haynes, Risk and Purchasing Manager mentioned that the first ARPA report is due at the end of the
month, April 30, 2022. The Council need to make a decision relative to the revenue loss and standard allocation
by April 18, 2022.

OLD BUSINESS
NEW BUSINESS

There was no old or new business agenda items for discussion.

OTHER BUSINESS

There was no other business for discussion.

Public Comments

There were no public comments.

Adjournment

It was moved by Councilor Merritt, seconded by Councilor Harrington and voted unanimously to adjourn the
meeting at 7:00 p.m.