

**Minutes of the Special Meeting of the  
ECONOMIC RECOVERY COMMITTEE**

Tuesday, September 28, 2021, 7:00 p.m., via GoToMeeting

In attendance: J. Duffield, J. Mancini, K. Emerson, A. Stirna, D. Lefko, D. Bauer, G. Cook, S. O'Brien; C. Iino *ex officio*; G. Regolo, N. Gorski, L. Lefko guests

Mancini called the meeting to order at 7:00 p.m. and confirmed all persons in attendance.

**Review and approval of meeting minutes.** A motion was made by Bauer to accept the meeting minutes of the September 20, 2021 Special Meeting. The motion was seconded by Stirna. The motion passed unanimously as presented.

**Discussion of Community Outreach.** The committee discussed the ways in which it could engage in community outreach to obtain public input on the social effects of the pandemic, the town's resulting needs, and the ways that the ARP funds could be used.

The committee discussed the drafted letter and survey questionnaire prepared by O'Brien and together reviewed the objective of the letter, which remains to raise awareness of the ARF funding and to determine the town's needs.

Cook made the recommendation that the committee engage the town through a public presentation or town hall, wherein the town is invited to join the committee for a discussion about the ARF funding that Killingworth has received and to provide a background to the town on the purpose of the Economic Recovery Committee. The committee discussed using the firehouse as a meeting location. Stirna also suggested that the written communication to the town be sent out in a town wide email and include reference to the upcoming town meeting. O'Brien offered to edit the drafted letter for the next meeting with the intent to broaden the scope of the letter and announce the town information meeting, which once approved by the committee could be utilized for the town wide email communication.

Regolo provided the committee with the dates that expenses must be obligated (December 31, 2021) and expended (12/31/2026).

Mancini summarized the committee's plan into a two-step process: (1) engage and provide communication to the town; and (2) determine proposed division of funds. Mancini also proposed that when it comes to step two, the committee consider for organizational purposes, identifying approximately six (6) broad tranches by which to classify expenditures, and then more specific smaller expenditures could be identified within those tranches, as the committee sees fit.

**Discussion of committee email/document sharing platforms.** O'Brien requested and the committee agreed that the committee should be assigned an official town email. Mancini offered to work with the town to submit this request on behalf of the committee and have a committee email established. The committee also discussed that public documents can be shared on the town webpage for the committee and agreed that all ARF published resources should be posted online.

**Discussion of fund use needs and opportunities.** The committee broadly reviewed the possible options for the allocation of funds, including the lost revenue calculation.

**Adjournment.** Bauer moved to adjourn the meeting. Cook seconded that motion. The motion passed unanimously as presented. The meeting adjourned at 7:54 p.m.

Respectfully submitted,

Sara O'Brien