



JOHN BUGBEE
ACTING TOWN ADMINISTRATOR
TEL. (508) 358-3620
www.wayland.ma.us

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

SELECT BOARD ARPA SUBCOMMITTEE

Monday, January 30, 2023

10:00 a.m.

**Wayland Town Building; ZOOM
41 Cochituate Road, Wayland, MA**

Proposed Agenda

Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate.

One may watch or may participate remotely with the meeting link that can be found at
<https://www.wayland.ma.us/public-body-meeting-information-virtual-inperson-and-hybrid>

Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted via remote participation. No in person attendance by members of the public will be permitted. This meeting may be recorded which will be made available to the public on WayCAM as soon after the meeting as is practicable.

10:00am 1. Call to Order

10:01am 2. Review, discuss, and potential vote regarding:

A. American Rescue Plan Act of 2021 (ARPA), including ARPA fund requests; prioritization of those requests; funding overall; updates regarding recommendations of this subcommittee (e.g.: Fire Station 2, the MWRA connection; and the COA); consideration of other previously discussed requests (e.g.: defibrillators); input and votes of the Select Board to date; consideration of a further request for ARPA monies by the Wayland School Superintendent and the Wayland School Committee, set forth within their January 19, 2023 memo; and potential final recommendations to the Select Board regarding expenditures of ARPA monies. The meeting will include potential attendance by Wayland School Superintendent Dr. Omar Easy, Wayland Finance Director Brian Keveny, and Acting Town Manager, John Bugbee.

10:45am B. Minutes of December 1, 2022 meeting;

10:46am C. Establishment of the sub-committee's next meeting, if any; and

10:55am D. Adjourn

	ARPA FUNDS REQUESTS				4,100,000.00	
		Working Document 1/30/23/2022				
Already Expended	Dept	Eligibility	Operating/Capital	Request	Recommendation	Notes
Custodial Expenses	School	Public Health/Econ Response	Operating	\$ 269,100	269,100	
Nursing/Contact Tracing	Health	Public Health/Econ Response	Operating	\$ 52,600	52,600	
Emergency MWRA Connection	DPW	Water/Sewer/Broadband Infrastructure	Capital	\$ 1,400,000	\$ 1,400,000	
Fire Station II Generator	Fire	Public Health/Econ Response	Capital	\$ 120,000	\$ 120,000	Pending results of 12/22 bid
Fire Station II Building Project	Facilities	Public Health/Econ Response	Capital	\$ 300,000	\$ 300,000	Pending results of 12/22 bid
Fiber Optics @ COACC	Facilities	Water/Sewer/Broadband Infrastructure	Capital	\$ 40,000	\$ 50,000	Pending results of \$11M bid
AV Upgrades for COACC	IT	Water/Sewer/Broadband Infrastructure	Capital	\$ 50,000	\$ 200,000	Pending results of \$11M bid
ARPA Funds Compliance Officer	TM/Finance		Capital	10,000	10,000	
Engineering: Permanent MWRA Connection	DPW	Water/Sewer/Broadband Infrastructure	Capital	\$350,000	\$1,000,000	FY24 Capital Request: \$2.2M
Total				\$ 2,591,700	\$ 3,401,700	\$ 698,300
Recommended Expenditures	Department	Eligibility	Operating/Capital	Request	Recommendation	Notes/Funding
Snake Brook Dam	ConCom	Water/Sewer/Broadband Infrastructure	Capital	\$ 1,300,000	500,000	Pending results of Grant requests
Security Cameras for Town Buildings	Facilities	Water/Sewer/Broadband Infrastructure	Capital	\$ 250,000	\$ 250,000	Pending Scope and Cost
Total				\$ 1,550,000	\$ 750,000	
		Unallocated----->			\$ (51,700)	
Possible Expenditures	Department	Eligibility	Operating/Capital	Request	Recommendation	Notes/Funding
Defibrillators - Town Buildings	Fire	Public Health/Econ Response	Capital/Operating	\$ 50,000		
Permanent MWRA Connection - Design	DPW	Water/Sewer/Broadband Infrastructure	Capital	\$ 1,100,000		
Coa/CC Building	Facilities		Capital/Operating	\$ 1,600,000		
Full Day Kindergarten	School		Operating	\$ 690,000		
Total				\$ 2,341,100		
Funded/Funding Available	Department	Eligibility	Operating/Capital	Request	Recommendation	Notes/Funding
Stretcher/Lift	Fire	Public Health/Econ Response	Capital	\$ 60,000	Ambulance Fund	
Membranes Wastewater System	WasteWater	Water/Sewer/Broadband Infrastructure	Capital	\$ 300,000	Funded	Wastewater Reserves
Generator - COACC	CoA	Public Health/Econ Response	Capital	\$ 150,000	Grant	
FY22/23 Stormwater Shortfall	DPW	Water/Sewer/Broadband Infrastructure	Capital	\$ 300,000	Operating	Prior Stormwater budget still unspent
Membranes - Baldwin Well	DPW	Water/Sewer/Broadband Infrastructure	Capital	\$ 176,000	Operating	Water Enterprise budget
Public Safety Building Upgrades/Main	Police	Public Health/Econ Response	Capital	\$ 300,000		Unspent appropriations; In 5-year plan
Total				\$ 1,286,000		
Operating/Recurring Expense	Department	Eligibility	Operating/Capital	Request	Recommendation	Notes/Funding
Potential Nurse Overtime	Health	Public Health/Econ Response	Operating	\$ 30,000	Operating	Reserve Fund
Future Contact Tracing	Health	Public Health/Econ Response	Operating	\$ 45,000	Operating	\$35K Grant
Covid Case Management	Health	Public Health/Econ Response	Operating	\$ 20,000	Operating	
Defibrillators - Police Vehicles	Police	Public Health/Econ Response	Capital/Operating	\$ 15,000	Operating	
Additional Clinical Services	Youth/Fam Svcs	Public Health/Econ Response	Operating	\$ 50,000	Operating	
Replace Lost Revenue	Local Businesses	Public Health/Econ Response	Operating	\$ 50,000	Review Case/Case	
Premium Pay	Police/Health	Premium Pay	Operating		Operating	Retirement Expense

School Radios	School	Public Health/Econ Response	Operating	\$ 25,000	Operating	
School Building Water Filtration System	School	Public Health/Econ Response	Operating/Capital	\$ 500,000	MWRA Project	\$100K/School
HS Security Upgrades	School	Public Health/Econ Response	Operating	\$ 15,000	Operating	
Electric Charging Stations	Energize Wayland		Operating	\$ 25,000	Operating	
Sustainability Budget	TM		Operating	\$ 40,000	Operating	
Mathematics Curriculum	School		Operating	\$ 400,000	Operating	
Total				\$ 1,215,000		
Deferred	Department	Eligibility	Operating/Capital	Request	Recommendation	Notes/Funding
Electric School Buses	Town		Capital/Operating	\$ 600,000	Federal Grant	charging stations
Mower for Heard Farm	ConCom		Operating	\$ 15,000	Withdrawn	
WayCam support/Broadband expansion	Cable Access Comm	Water/Sewer/Broadband Infrastructure	Capital	\$ 150,000	Town Related Projects	
Total				\$ 765,000		
Total Requests: 37				\$ 9,748,800		



Omar X. Easy, Ph.D.
Superintendent of Schools.
508.358-3763

Parry Graham, Ed.D
Assistant Superintendent
508.358.3772

DATE: March 29, 2022

TO: Stephen Crane, Interim Town Manager
Tom Fay, Chair-Board of Selectmen

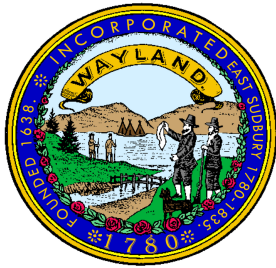
FROM: Dr. Omar Easy, Superintendent of Schools
Chris Ryan, Chair-School Committee

RE: School Department ARPA Request

At the time of FY22 budget development, expenditures for COVID-19 were not included. On August 5th, school department administration met with Ms. Miller to discuss preparations for the reopening of school. At this meeting, the unanticipated need to continue COVID-19 mitigation efforts was discussed. During this meeting, as well as regularly scheduled meetings until Ms. Miller's departure, the unanticipated costs associated with these efforts was also discussed. The funding sources for these expenditures were included in these discussions. Ms. Miller indicated that the costs for these expenditures would be included in the town's CARES reimbursement request and ARPA plan.

To date, the school department has incurred \$269,199.10. We are requesting these expenditures be reclassified as ARPA expenditures. This request is the school department's only request for ARPA funds.

Please contact me if you have any questions or concerns regarding this request.



Wayland Public Schools
Wayland, Massachusetts 01778

SCHOOL COMMITTEE

Chris Ryan, Chair
Ellen Grieco, Vice Chair
Jeanne Downs
Erin Gibbons
Jessica Polizzotti

SUPERINTENDENT

Dr. Omar Easy

To: Select Board and ARPA Funds Subcommittee

From: School Committee and Superintendent

Date: January 19, 2023

We are writing with a request regarding the town's ARPA funds. In FY22 the schools received \$269,100 in ARPA funds to cover COVID-19 related custodial expenses as part of the first \$1.7MM allotment of the Town's ARPA funds. We understand that on December 5, 2022 the Select Board voted on the use of the remaining \$2.4 MM of ARPA funds received by the Town. We respectfully request that the ARPA Subcommittee reconvene to consider one additional request for the use of the funds, initial funding of Full Day Kindergarten (FDK), which is an eligible use according to the final rule implementing the Coronavirus State and Local Fiscal Recovery Funds (SLFRF). (See Appendix A for details)

Wayland currently offers a fee based (\$2700/year) Full Day Kindergarten program, a program that began in the 2010-2011 school year. FDK is currently fully funded in 322 of 353 communities in Massachusetts and 10 of our peer districts.

Data has shown that our children, particularly our youngest learners, have suffered a learning loss due to the pandemic. Additionally, many families have suffered financially due to the pandemic. Special education costs have dramatically increased as well. The Superintendent and his staff have worked tirelessly on strategies to make up the learning loss, intervene earlier with our students, and set our students on the best path possible going forward. Equity and what is best for **all** of our students are paramount in every decision made. (See Appendix B for data concerning FDK and early intervention)

Fully funding FDK will provide and continue the District's early intervention strategies for all of our kindergarten students. It will provide financial relief for our families and will save the town money in the long run by reducing the number of services our students will need later in their school career.

Finances

Adding FDK to the District Operating Budget has remained an unfunded priority of the District Operating Budget since 2017. The Superintendent's Recommended FY24 Budget includes the funding of FDK at a cost of approximately \$460,000. However, working with the Town to develop a town wide budget that is financially feasible for the town, the Schools have been asked to reduce the Superintendent's Recommended FY24 Budget by \$732,429. Removing FDK from the recommended budget helps meet a large part of this reduction and does not impact current services to students. Yet we feel that we are at a critical juncture with our youngest students and the need to fully fund FDK in order to fully address the effects of the pandemic.

The district's proposal to use ARPA funds to initially fund FDK would see the cost being fully integrated into the district's regular operating budget in FY26:

- FY24 – Fully fund FDK from ARPA funds (\$460,000)
- FY25 – Fund FDK 50% from ARPA funds (\$230,000) and 50% from District Operating Budget
- FY26 – Fully fund FDK from District Operating Budget

We understand that the Town's priority has been to fund capital projects with ARPA funds. However, we feel that this non-capital use of the ARPA funds is warranted for the reasons stated above. The Superintendent and School Committee are fully committed to the funding schedule noted that will bring FDK into the District Operating Budget. Additionally, this request for the use of ARPA funds takes priority over the other school requests submitted.

Conclusion

We have an incredible opportunity with the ARPA funds to continue with early intervention strategies by funding FDK and helping **all** of our youngest learners succeed. After all, they are the future of Wayland and our world.

We would be more than happy to meet with you to discuss this request and provide additional information.

Appendix A

The final rule implementing the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) was adopted on January 6, 2022 by the U.S. Department of the Treasury. The final rule expanded the enumerated list of eligible uses of SLFRF funds in the category “Responses to the Negative Economic Impacts of the Public Health Emergency” including health insurance subsidies and paid sick and family leave, as well as making affordable housing development, childcare, **early learning services and services to address learning loss** available to any impacted household.

Appendix B

Data Regarding FDK

- 151 of 170 Wayland Kindergarten students in FY23 attend FDK.
- The COVID-19 pandemic has negatively impacted members of our community financially making it difficult for more families to pay the \$2700 fee. Five percent of our families currently receive financial assistance.
- The COVID-19 pandemic has caused educational gaps in our student population, particularly our early childhood learners. Since the fall of 2019, the number of students entering kindergarten below the benchmark based on our DIBELS literacy assessment has increased to 51% in the 2022 - 2023 school year.
- In the past five years, the number of students entering kindergarten whose first language is **not** English has increased:
 - More than 25 languages are spoken in the district.
 - 19 PreK students who are already identified as English Learners at the district's preschool program, The Children's Way (TCW), will enter kindergarten next year. This number does not include those attending private preschool.
- Early intervention with students in preschool and kindergarten reduces the services needed later in elementary school. A fourth grader who requires services but has not received early intervention services requires four times as many services than a fourth grader who received early intervention services.

Benefits of Fully Funding FDK

- Fully funding FDK would continue the early intervention strategy that begins at TCW.
 - In FY23, the District began the process of bringing the remaining teachers from TCW fully into the district's operating budget allowing for licensing of all TCW teachers.
 - Currently there are five fully integrated classrooms at TCW with children who are developing typically, as well as children who have special education needs. Each classroom has a Master's level teacher along with dedicated and experienced teaching assistants. Specialists on staff who support all children include an occupational therapist, a physical therapist, a speech-language pathologist, and a behavior specialist.
 - Teachers provide daily *FUNdation* lessons from the Wilson Language Training program.
- Over 170 families would find financial relief from the FDK fee.
- Those families who keep their children in a private kindergarten and enter the Wayland schools as first graders would most likely send their students to Wayland as kindergartners thus allowing earlier intervention with these students which we know will both benefit the students and cost the district less in the long run.

Re: Wayland ARPA Follow-up

Fay, Thomas <tfay@wayland.ma.us>

Tue 1/24/2023 3:38 PM

To: Bugbee, John <jbugbee@wayland.ma.us>

Thanks John

From: Bugbee, John <jbugbee@wayland.ma.us>

Sent: Tuesday, January 24, 2023 3:37 PM

To: Fay, Thomas <tfay@wayland.ma.us>

Subject: FW: Wayland ARPA Follow-up

Fyi

Sent from my Verizon, Samsung Galaxy smartphone

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

From: "Keveny, Brian" <bkeveny@wayland.ma.us>

Date: 1/24/23 9:51 AM (GMT-05:00)

To: "'Martucci, Evelyn'" <Evelyn.Martucci@claconnect.com>, "Easy, Omar" <omar_easy@waylandps.org>

Cc: Tom LaFleur <Thomas_LaFleur@waylandps.org>, "Bugbee, John" <jbugbee@wayland.ma.us>

Subject: RE: Wayland ARPA Follow-up

Hi Evelyn,

Thank you very much for your response and help with this grant.

Brian

From: Martucci, Evelyn <Evelyn.Martucci@claconnect.com>

Sent: Monday, January 23, 2023 3:09 PM

To: Keveny, Brian <bkeveny@wayland.ma.us>; Easy, Omar <omar_easy@waylandps.org>

Subject: Wayland ARPA Follow-up

[**NOTICE:** This message originated outside of the **Town of Wayland Email System -- DO NOT CLICK on links or open attachments** unless you are sure the content is safe.]

Good Afternoon,

It was very nice speaking with you last week. As a follow-up to our call, the FDK program is eligible for ARPA funding. While this project would be eligible under Negative Economic Impacts, it is recommended that the Town fund the project under Revenue Loss, since the Town's total ARPA award is less than \$10 million. Treasury issued an updated FAQ Guidance document on 7/27/22 that provided more flexibility and streamlined the compliance and reporting requirements for Revenue Loss. For example, subrecipient monitoring and Federal procurement requirements are no longer applicable for Revenue Loss projects, but they are still applicable for Negative

Economic Impacts projects. Also, any governmental type service or program that is eligible under other ARPA categories may also be funded under Revenue Loss, including the FDK program.

The one thing that I wanted to clarify regarding the FDK program is the timing of the payroll expenditures that will be charged to the ARPA program funds. Teachers' payroll incurred through 12/31/24 is definitely allowable. Teachers' payroll incurred through 6/30/25 would also be allowable, if the Town encumbered their salaries through 6/30/25 at the beginning of the fiscal year. Payroll costs incurred after 6/30/25 are questionable, though, as the State precedent is to encumber teacher salaries for the upcoming school year, but not the following school year. Per the Treasury guidelines, "In the case of payroll costs, recipients must follow state or local law and their own established practices and policies regarding when they are considered to have incurred an obligation and how those obligations are documented." Therefore, charging payroll costs past the 2024-2025 school year would not be in line with state practices and policies, and would be questionable, which we try to avoid. Instead, the Town should use the 2025-2026 school year as the transition period to use other funds to pay for the teachers' salaries related to the FDK program.

Please let me know if you have any questions. I am available now through 5, if you would like to discuss anything on a call.

Thank you,

Evelyn



Evelyn Martucci, CPA

BizOps Controller

Business Operations (BizOps)

Direct -- Mobile 978-430-2885

CLA (CliftonLarsonAllen LLP)

evelyn.martucci@CLAconnect.com

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CliftonLarsonAllen LLP



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TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

SELECT BOARD

THOMAS J. FAY
ADAM G. GUTBEZAH
CHERRY C. KARLSON
CAROL B. MARTIN
DAVID V. WATKINS

DRAFT MINUTES
SELECT BOARD ARPA SUBCOMMITTEE
Thursday, December 1, 2022
9:00 a.m.
Wayland Town Building, ZOOM
41 Cochituate Road, Wayland, MA

Present and Participating Remotely: Thomas Fay and Carol Martin.

Also in Attendance: Acting Town Manager John Bugbee and Finance Director Brian Keveny

Call to Order, Review Agenda for Public: T. Fay called the meeting to order at 9:00 a.m. He announced each member by full name and stated all were participating remotely, adding the meeting would be recorded for re-broadcast and advised how the public could view and participate. The agenda was reviewed.

November 9, 2022 Minutes: T. Fay moved and C. Martin seconded to approve the minutes of November 9, 2022. Motion passed: 2-0-0 by Roll Call Vote with T. Fay and C. Martin voting in the affirmative.

Review, discuss and potential vote regarding APRA Fund Requests, prioritization of those requests, funding overall and recommendations to Select Board regarding recommendations to Select Board:

C. Martin reviewed the results of her discussion with Finance Director Brian Keveny, regarding the nine projects being considered for ARPA funding. His recommendation was to remove Stormwater Shortfall, Baldwin Membranes, and Public Safety Building Upgrades as these projects have been either already funded or in 5-year capital plan. After a brief discussion, the committee concurred.

The committee discussed possible expenditures. C. Martin advised there is a FY24 capital Permanent MWRA Design and Permitting request for \$2.4M and that further discussions with the director of Public Works indicated that whatever portion of the capital request that was funded through APRA would result in a reduction of the capital request. A discussion ensued during which the committee elected to increase the Permanent MWRA project funding to \$1M. In reviewing the Snake Brook Dam project, C. Martin stated because this project is critical in nature and is currently being recommended to be funded via debt exclusion, it might make sense to look at funding the \$1.3M balance with ARPA funds. B. Keveny recommended including the project in the possible expenditures list pending additional information. However, both J. Bugbee and B. Keveny felt this project should be a possible recommendation pending results of two grant requests. The committee elected to allocate \$500,000 Snake Brook Dam project and \$250,000 for Security camera for town buildings as possible expenditures, pending additional information.

T. Fay moved the committee recommend \$1,680,000 of ARPA funds be used to support the Fire Station II Generator (\$120,00), Fire Station II Building project (\$300,00), Fiber Optics (\$50,000) and AV Upgrades (\$200,00) at the CC/COA building, APRA Compliance Officer (\$10,000) and Engineering for Permanent MWRA Connection (\$1,000,000). C. Martin seconded. Motion passed: 2-0-0 by Roll Call Vote with T. Fay and C. Martin voting in the affirmative.

SELECT BOARD
Monday, August 8, 2022
7:00 p.m.
Wayland Town Building, Council on Aging Room
41 Cochituate Road, Wayland, MA

The Committee discussed its December 5th presentation to the Select Board. T. Fay will prepare a memo outlining the four eligibility criteria for ARPA funding and the input from the Select Board to focus on capital versus operating/recurring projects. C. Martin will submit a revised ARPA funding worksheet, outlining prior expenditures, current recommendation, future possible expenditures as well as a listing of all funding requests considered.

Establishment of sub-committee's next meeting: No meeting date was established.

Adjourn: T Fay moved and C. Martin seconded to adjourn at 9:45 a.m. Motion passed: 2-0-0 by Roll Call Vote with T. Fay and C. Martin voting in the affirmative.