

Regular Meeting of the American Rescue Plan Task Force  
November 14, 2022 - 4:00 p.m.  
City Hall West Meeting Room 1, 131 North Main Street Bristol CT 06010

Members Present: Mayor Jeff Caggiano, Cindy Bombard, Mickey Goldwasser, Glenn Heiser, Thomas O'Brien, David Preleski, Mark Peterson, Susan Sadecki, John Smith, and Howard Schmelder.

Zoom: David Maikowski

Absent: Michael Dumas, Ken Lundquist and Morgan Uργο

Also present: Roger Rousseau, Diane Waldron, and Justin Malley

Via Zoom: Dawn Leger

Jack Reagan, and Martha McCabe from UHY

1. Call to Order

Mayor Caggiano called the meeting to order at 4:03 p.m.

2. Public Participation

*None*

3. Approval of minutes: October 3, 2022

*Commissioner Smith made a motion seconded by Commissioner Bombard "to approve the minutes from October 3, 2022." Motion approved.*

4. Building Bristol Grant Program Update

a. Discussion of reducing the Building Bristol appropriation

Justin Malley provided an update on the Building Bristol program, \$2,000,000 has been appropriated and there may be an interest to allocate only the \$1.1 million and reallocate the \$900,000 for other purposes. Discussion was held on ways to reallocate the \$900,000, which could be more if everyone does not take the maximum amount allowed.

Commissioner Heiser suggested if an ARPA sub-recipient doesn't spend their full allocation, the funds should be reallocated through the subcommittee to another organization within their purview before coming back to the full Task Force. This may be additional funds for an approved project or looking at a project that was not funded - in the yellow category.

## 5. Discussion with UHY Advisors N.E. LLC.

Martha McCabe, UHY stated there are six sub recipients that still have an agreement in process, which are Bristol Tool, St. Joseph, Grace Baptist, Veteran's Strong, BARC and Bristol Historical Society. UHY has had calls with all of these outstanding contracts except Grace Baptist to start the process. UHY is holding a webinar on Wednesday for all sub recipients to review the draw down process and required documentation. The Mayor gave kudos to UHY and City staff as 24 contracts have been executed with drawdowns coming in and processed.

## 6. Any other Business

Mayor Caggiano stated for 2023 he suggests continuing monthly meetings, with a calendar being approved at the December meeting.

Justin explained Movia has been working with UHY, as they wanted to shift some of their budget allocation around from what was approved thought this needs further discussion. Martha explained the description of use needs to be clarified, as allowed by ARPA guidelines as it's more a technical description because of the federal requirements.

Cindy Bombard provided an update on Bristol Works. Things are progressing with the first employee starting week. There will be a ribbon cutting in December and everyone will be invited.

*Due to a conflict Mayor Caggiano and Commissioner Bombard left the meeting at 4:42 p.m. returning at 5:10 p.m.*

Dave Preleski provided an update on Oma's Pride/Miller Foods. The business subcommittee met earlier to discuss, as their application has changed. Justin explained the space needed for their expansion is no longer available. They cannot complete their relocation to Bristol under the ARPA project, but would be interested in applying for Building Bristol. Discussion was held, and it was suggested they withdraw their application. Justin will discuss further steps with them as the Task Force would like to stick with the guidelines and deadlines that were established, however they can still use the grant if they find another location within Bristol.

Martha explained UHY will perform a desk review on each sub recipient to see where they are in the process. UHY has talked with 17 of 29 Building Bristol applicants to verify that they will use the funds.

## 7. Adjournment

*Commissioner Smith made a motion seconded by Commissioner Bombard "to adjourn" at 5:15 p.m. Motion approved.*

Jodi A. McGrane  
Recording Secretary