

Regular Meeting of the American Rescue Plan Task Force
February 7, 2022 - 4:00 p.m.
City Hall Council Chambers, 111 North Main Street Bristol CT 06010

Members Present: Mayor Jeff Caggiano, Orlando Calfe, Glenn Heiser, Donna Osuch, Susan Sadecki, Howard Schmelder, David Maikowski, David Preleski, Eric Clemons, Michael Dumas, Thomas O'Brien, Cindy Bombard, John Smith and Mickey Goldwasser (via Zoom).

Also present: Diane Waldron, Robin Manuele, Raymond Rogozinski, Dawn Leger and Dawn Nielsen and Justin Malley via Zoom.

1. Call to Order

Mayor Caggiano called the meeting to order at 4:00 p.m.

2. Public Participation

None

3. Approval of minutes from the January 24, 2022 meeting.

Commissioner Smith made a motion seconded by Commissioner Schmelder "To approve the minutes from the January 24, 2022 meeting." Motion approved.

4. Discussion with UHY Advisors N.E. LLC.

Jack stated that just over \$78 million of projects were submitted, with over 150 submissions. UHY is in the process of creating a file share portal with all the information received from the applications, including any follow up. Task Force members will receive an email to access the file sharing site to facilitate information exchange, with a hyperlink in the tracker. The folder system will be set up with the project title of the submission. Jack attended the business subcommittee meeting last week, where they did a first pass through of the business projects and color coded them. Red - project not recommend for funding; yellow - more information needed and green- recommend for funding. This system seemed to work and he would suggest the other subcommittees use it as well. Jack would like UHY to be invited to the other subcommittee meetings to provide any feedback.

5. Discussion and review of project submission spreadsheet.

Jack stated the portal UHY is creating will be up and running in the next 24-48 hours for Task Force use. All questions should be directed to Jack, Stacey and Jose. Applicants will get an email from UHY, acknowledging receipt of their application, and once the application is approved by the Task Force another email will be sent. There are very few projects submitted that weren't allowable. John Smith asked that any correspondence to applicants be copied the Mayor's Office.

Mayor Caggiano stated that he is hopeful to share the best projects with the Task Force in a few weeks. It may be too early to divide the percentages out for the funding between City, Not for Profit and Business. Mayor Caggiano asked the subcommittees to complete their first analysis, with green, yellow, red by the Task Force's next meeting on February 28.

Howard Schmelder asked if there was clarification on the Commissioners involvement with applicants. Mickey stated the City has to be handled different. Dave Preleski stated the Ethics Committee has reviewed this topic in the past and if anyone has an interest as a policy maker from the applicant, they should take a pass on a decision. He would recommend a disclosure form be signed by the members of the Task Force. Susan has an Ethics disclosure for the Main Street Foundation as well as well as Bristol Hospital and United Way.

Dave Maikowski stated the City talked about the \$800,000 UHY contract and \$5,000 advertising projects which were approved, by the Task Force. These shouldn't be put against the City's allocation of funds as they are overall projects.

6. Subcommittee Breakouts and Updates

Glenn Heiser gave the report of the Business subcommittee which Jack attended. A total of 75 projects submitted on the business side which is about 50% of the submissions. Many of the submissions were PPE, which were red, unless they were supply chain based. The Committee looked for transformational projects, creation and retention of jobs, or uplifting the community. Projects that are categorized as yellow the Committee wanted more information.

John Smith gave the report of the City subcommittee, they started their review of the projects. There were a few questions on streetscapes and a few other projects, and they started ranking the projects by priority.

Donna stated the non-profits have not met and will report later.

7. Any other business

None

8. Adjournment

Commissioner Bombard made a motion seconded by Commissioner Smith "to adjourn" at 4:50 pm. Motion approved.

Jodi A. McGrane
Recording Secretary