Regular Meeting of the American Rescue Plan Task Force
February 12, 2024 – 4:00 p.m.
City Hall Council Chambers, 111 North Main Street, Bristol CT 06010

Members Present: Mayor Jeff Caggiano, John Leone, David Maikowski, Michael Dumas, Glenn Heiser, Katie D'Agostino, Susan Sadecki, Thomas O'Brien, John Smith and Mickey Goldwasser Howard Schmelder (left at 4:58 p.m.), Morgan Urgo and Mark Peterson attended via Zoom.

Absent: David Preleski
Also present: Roger Rousseau, Diane Waldron, Robin Manuele, Justin Malley
Martha McCabe UHY

1. Call to Order

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

2. Public Participation

None

3. Approval of minutes of Regular Meeting – January 8, 2024

Commissioner made a motion seconded by Commissioner Goldwasser "To approve the regular minutes from January 8, 2024." Motion approved.

4. Presentation by BristolWorks!

Kim Holley, BristolWorks! provided an update on the progress of BristolWorks! Healthcare has the most participants as the classes are fifteen week class, whereas the Early Childhood classes last 9-12 months. In March they will have been open one year and are waiting for one year mark for data. Their programs provide a pathway to Tunxis Community College.

5. Discussion with UHY Advisors

Martha reviewed the Progress Report Summary as of January 31. The next subrecipient report will be as of June 30 and presented to the Task Force in July. Martha reviewed the Project Summary and trackers. There is an unobligated balance/contingency of $767,690 which will increase as projects are closed out at this meeting. There are a few projects which have run into a few issues with contractors, but those projects were projected to go longer term, such as BARC and BBGC. Bristol Hospital is under very tight time constraints for their project due to having to schedule closing the operating room to complete the project. They received only one response to the bid and have decided to rebid the project with some adjustments. They are confident everything is still on schedule to move forward as planned.

6. Building Bristol Grant Program Update

Martha reviewed the Building Bristol tracker, she has stressed to the recipients that the remainder of their funds must be spent by the end of the year.

7. Committee Reports

No subcommittee reports.

8. Project Revisions and Updates
    a. To terminate the grant agreement with Miller Foods Inc. and rescind $100,000 appropriation

Mayor Caggiano excused himself from the meeting.

Commissioner Goldwasser made a motion seconded by Commissioner Smith "to terminate the grant agreement with Miller Foods Inc. and rescind the $100,000 remaining appropriation." Motion approved. Mayor Caggaino was not present for the vote, and abstained.

Mayor Caggiano returned to the meeting.

b. To terminate the grant agreement with Augie's and rescind the $12,500 appropriation

Commissioner Schmedler made a motion seconded by Commissioner Smith "to terminate the grant agreement with Augie's and rescind the $12,500 remaining appropriation." Motion approved.

c. To terminate the grant agreement with Italian Social Club and rescind the $5,000 appropriation

Commissioner Dumas made a motion seconded by Commissioner Smith "to terminate the grant agreement with the Italian Social Club and rescind the $5,000 remaining appropriation." Motion approved. Commissioner Leone abstained.

Mayor Caggiano stated the project will still be done and that they will still to spend $100,000 on the project, but they were unable to get the paperwork in before the deadline.

d. To terminate the grant agreement with Mumaste, LLC and rescind the $60,000 appropriation

Commissioner Goldwasser made a motion seconded by Commissioner Smith "to terminate the grant agreement with the Mumaste LLC and rescind the $60,000 remaining appropriation." Motion approved.

e. To terminate the grant agreement with Vrinda Enterprises LLC and rescind the $17,500 appropriation

Commissioner Smith made a motion seconded by Commissioner Dumas "to terminate the grant agreement with the Vrinda Enterprises LLC and rescind the $17,500 remaining appropriation." Motion approved.

Martha explained they had a downturn in their business and did not have the funds needed for the match, even if they did, they could not do the work until after May 1.

f. To close out the City – IT Network Switch Replacement Project and rescind the $19,953 remaining appropriation

Commissioner Goldwasser made a motion seconded by Commissioner O'Brien "To close out the City – IT Network Switch Replacement Project and rescind the $19,953 remaining appropriation." Motion approved.

g. To discuss Centre Square Public Parking Structure Project and take any action as necessary.

Justin Malley, discussed the Centre Square project, as estimates were trending higher than projected. Bids came back, and Justin and Ray are here to request additional funds from the ARPA unobligated fund balance be allocated to this project. The garage will have194 parking spaces with an elevator. Approximately 100 spaces of the garage will be designated for Wheeler and Carrier, with the Wheeler spaces on the first floor being reserved only during business hours. The Carrier spaces on the second floor will be designated for people living in the apartments with the other spaces available to the public. There is approximately $400,000 in construction contingency for this project for any unknowns during construction. The Mayor explained he is evaluating options to assist with development in this area. Eventually he would like to see paid parking and the garage support its maintenance and future upkeep. In the first five years there should not be very many expenses associated with it.

Roger Rousseau explained $6.7 million has already been allocated to the garage project through ARPA, and the additional funds will total $8.5 million in expenses for the project. The Mayor stated an additional $500,000 will be coming from Capital Reserves.

Commissioner Goldwasser made a motion seconded by Commissioner Leone "to make an additional appropriation of $900,000 within the Centre Square Public Parking Structure Project funding by Revenue Loss." Motion approved.

9. Any other business

None

10. Adjournment

Commissioner Maikowski made a motion seconded by Commissioner Leone "to adjourn" at 5:10 p.m. Motion approved.

Jodi A. McGrane
Recording Secretary