Regular Meeting of the American Rescue Plan Task Force
April 11, 2022 – 4:00 p.m.
City Hall Council Chambers, 111 North Main Street Bristol CT 06010

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

Also present: Diane Waldron, Roger Rousseau, Raymond Rogozinski, Dawn Nielsen and Justin Malley

1. Call to Order

Mayor Caggiano called the meeting to order at 4:06 p.m.

2. Public Participation

None

3. Approval of minutes from the March 28, 2022 meeting.

Commissioner Calfe made a motion seconded by Commissioner Clemons "to approve the minutes from March 28, 2022." Motion approved.

4. Consideration of projects to approve for funding

Commissioner Bombard left the meeting.

Larry Covino and Jaime Rechenberg provided an updated from the last meeting on the Workforce Development project. An updated budget was provided to the Committee.

Discussion was held. Jim Bouchard, Chief Strategy Officer CT Workforce Partners, discussed the manufacturing program which receives $6,000 per student for those who enrolled in the manufacturing program. Commissioner Calfe questioned the funding for the Best Chance program the CT Workforce receives. Commissioner O'Brien thought the Business subcommittee was going to review this again. Commissioner Goldwasser stated the business group wanted the project request reduced, but wanted the full committee to voice their concerns and/or support. Commissioner Smith expressed his concerns of the sustainability of the program, as it is a large investment for a pilot program.

Commissioner Osuch discussed the Early Education pathway, Jamie stated that currently to become employed in any public school or PreK you must have an Associate's Degree. Tunxis Community College is creating a program specifically for this project. John spoke regarding needing a Bachelor's Degree for NAEYC accredited PreK programs.

Mayor Caggiano read excerpts from a letter received from Senator Henri Martin in support of this program and innovative programs like this. (copy attached to these minutes)

Commissioner Schmelder asked if $1.2 million only funded one year of the program. Larry explained part of this initial funding is for the build out of the center. The Mayor stated he would not recommended that because of the capital cost and time to build as well as the time to raise funds. He thinks it's a fair question but doesn't think it's viable.

Commissioner Schmelder made a motion seconded by Commissioner Bombard "To fund the Bristol In Demand program for two full years for $2.4 million with metrics coming back after the first year and students enrolled. Motion approved by roll call vote.

Commissioner Smith Yes	Commissioner Calfe No
Commissioner Dumas Yes	Commissioner O'Brien No
Commissioner Schmelder Yes	Commissioner Maikowski No
Commissioner Sadecki Yes	Commissioner Clemons Yes
Commissioner Osuch Yes	Commissioner Heiser Yes
Commissioner Peterson Yes	Commissioner Goldwasser Yes
Mayor Caggiano Yes	

Commissioner Preleski Not Present
Commissioner Bombard Not Present

Jack stated this type of program specifically requires quarterly performance measures reported to the US Treasury. Commissioner Dumas questioned if after the first year and things aren't working out how does the City get the money back? Commissioner Smith stated a baseline needs to be established and stated within the contract. Jack suggested broad parameters as this is a startup program.

5. Discussion with UHY Advisors N.E. LLC.
    a. Approval of Template Contract for Approved Projects

Jack stated a template contract will be used based on a model of what the City currently uses for CDBG contracts taking into account specific ARPA requirements. Every project will have financial measures reported to the City quarterly, and certain contracts will have non-financial reporting requirement as well as a requirement to allow the City and UHY to monitor the spending with access to their records. Jack would encourage the City to have an overall orientation for all recipients of the ARPA funds by UHY for the monitoring requirements. The procurement requirements will mirror the minimum federal requirements.

Roger Rousseau stated the City guidelines incorporate the federal guidelines into the Purchasing policies, which the grantee will be responsible for including prescreening contractors they are receiving quotes from.

Commissioner O'Brien made a motion seconded by Commissioner Schmelder "To approve the template contract." Motion approved.

b. Approval of Community Matching Grant Fund

Justin discussed the Building Bristol grant program, as there are a lot of great projects that were submitted but not approved. The funding will go through ECD, with assistance from UHY. The applicant pool in the beginning will be controlled, and will only include those applicants who initially applied but weren't funded. Discussion was held on the grant program.

Commissioner Peterson questioned how this is different from funding them for a lower amount in the first round. Commissioner Goldwasser stated the biggest change now is if someone asked for $10,000 for a driveway, we will fund $5,000 and they have to come up with the other $5,000. Jack specified this will be per project, not per applicant.

Commissioner Bombard made a motion seconded by Commissioner Schmelder "To accept the Building Bristol Grant Program for up to $1.75 million. Commissioner Sadecki made a motion to amend the amount up to $2 million." Motion approved. Commissioner Smith opposed.

Commissioner Smith stated there are still some projects remaining for the Task Force for funding including the Barnes Chapel and BARC.

6. Approval of future meeting dates

The Task Force discussed meeting every other week through May and monthly starting in June.

7. Any other business

Justin Malley stated the Task Force approved the CT Tool & Cutter project which should have been known as Bristol Tool Works and it needs to be clarified.

Commissioner Bombard made a motion to replace the award to CT Tool & Cutter to Bristol Tool Works. Motion Approved.

8. Adjournment

Commissioner Smith made a motion seconded by Commission Sadecki "to adjourn" at 5:50 p.m.

Jodi A. McGrane
Recording Secretary