



*City of Bristol
American Rescue Plan Task Force*

INFORMATION TO ACCESS THIS MEETING

<https://bristolct-gov.zoom.us/j/84749613854?pwd=QlJwTjRWMWRSYXJQcFJWcUFibk1hUT09>

Meeting ID: 847 4961 3854

Passcode: 12345

The regular American Rescue Plan Task Force meeting will be held on Monday, December 9, 2024, at 4:00 PM. in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

AGENDA

1. Call to Order
2. Public Participation
3. Approval of Minutes
 - a. November 4, 2024
4. Approval of 2025 Meeting Calendar
 - a. Meeting Calendar
5. Discussion with UHY Advisors
 - a. Project Summary
 - b. Building Bristol Grant Program
 - c. Subrecipients
 - d. City Projects
6. Project Revisions and Updates
 - a. To rescind \$393 from the Beulah Zion Church Project
 - b. To rescind \$76,808 Bristol Boys & Girls Club Project

- c. To rescind \$14,907 from the Immanuel Lutheran Church Project
 - d. To rescind \$174,133 from Veterans Memorial Boulevard Site Improvements Project
 - e. To rescind \$8,594 from the Bristol Shell BBGP Project
 - f. To rescind \$3,600 from the American Legion BBGP Project
 - g. To rescind \$9,778 from the Brownfields Loan/Grant Project
 - h. To rescind funds from the Barnes Chapel Project
 - i. To make an additional appropriation of \$95,899 Rockwell Park Site Improvements Project
 - j. To make an additional appropriation of \$130,935 for the Central Square Parking Structure Project
 - k. To assign unobligated ARPA funds to the Firehouse 3 HVAC Project
7. Any other business
8. Adjournment

PER ORDER OF THE CHAIRPERSON
Jeff Caggiano, Mayor

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

Members Present: Mayor Jeff Caggiano, Susan Sadecki, Glenn Heiser, David Preleski, Katie D'Agostino, Thomas O'Brien and John Smith

Michael Dumas, David Maikowski, Mickey Goldwasser (left at 4:30 p.m.), Morgan Uργο and Mark Peterson attended via Zoom.

Absent: John Leone

Also present: Diane Waldron, Roger Rousseau, and Justin Malley
Claire Collins, 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 – October 7, 2024

Commissioner Smith made a motion seconded by Commissioner Sadecki "To approve the regular minutes from October 7, 2024." Motion approved.

4. Project Revisions and Updates – Discussion with UHY

- a. Project Summary
- b. Subrecipients
- c. City Projects
- d. Building Bristol Grant Program

Claire reviewed the Project Summary as of October 24, 2024 and trackers.

The City has approximately \$500,000 of revenue loss funds to appropriate before the end of the year, which will be used mostly for City projects.

Roger updated the Task Force on the Memorial Boulevard Project which is moving along and needs Land Use review however a waiver can be handled administratively and will put before the Land Use board. This project will be revisited next month to follow up on the status.

Commissioner Smith reported on the West Cemetery Barnes Chapel projects and suggested the City ride more side saddle with the Cemetery Commission to make sure this property is properly maintained since it is a city building.

Justin Malley stated the city is currently working on two Brownfield projects and the potential Animal Control Facility at Cross Street.

Commissioner Heiser questioned if the Revenue Loss balance of approximately \$500,000 could be used in the future for an existing project, and UHY confirmed that it can.

5. Subcommittee Updates

Commissioner Sadecki stated ARPA Task Force members will be receiving an invitation to a gathering at Prudence Crandall, and a save the date for Friday, November 22 at 1 p.m. will be going out.

6. Advertising Presentation

Dawn Nielsen presented on the ARPA Projects Video EDC is working on. The goal of the video is to highlight for the community the many transformative projects Bristol allocated ARPA funding to over the last 3 years. The video will highlight 15 projects that transformed the lives of 15 members of the Bristol community through decisions made by the 15-member ARPA Task Force. 15 short videos will be created for social media then put together in one longer video to highlight each project.

The theme will be: **BUILDING BRISTOL** to highlight and create the connection between the organizations that received ARPA funding and the collaborative way in which the ARPA Task Force made decisions to fund each project brought forth by the community.

The ARPA Task Force is invited to be part of the video to tell your story of why they chose to fund these projects and why they felt they would be transformative. This is an opportunity to celebrate how these projects have transformed Bristol.

7. Project Revisions and Updates

- a. To approve \$9,000 for the West Cemetery Barnes Chapel Ceiling Repairs/Survey Project

Commissioner Smith made a motion seconded by Commissioner Sadecki "To approve \$9,000 for the West Cemetery Barnes Chapel Ceiling Repairs/Survey Project." Motion approved.

- b. To approve \$50,000 for the UHY Advisors Manager Services Project

Commissioner Smith made a motion seconded by Commissioner O'Brien "To approve \$50,000 for the UHY Advisors Manager Services Project." Motion approved.

- c. To rescind \$66,159 from the City IT Cisco Phone Gateway Project

Commissioner Heiser made a motion seconded by Commissioner Smith "To rescind \$66,519 from the City IT Cisco Phone Gateway Project." Motion approved.

- d. To rescind \$20,342 from the City Brownfields Grant Program Project

Mayor Caggiano stated there will be no action taken on this item this evening. Other costs may come up for this project so it would be best to leave it allocated for this purpose at this time.

Commissioner Smith made a motion seconded by Commissioner O'Brien "to take no action on this item at this time." Motion approved.

8. Any other business

None

9. Adjournment

Commissioner Sadecki made a motion seconded by Commissioner Goldwasser "to adjourn" at 4:55 p.m. Motion approved.

Jodi A. McGrane
Recording Secretary



Comptroller's Office | Phone: 860.584.6130

To: Town & City Clerk

From: American Rescue Plan Task Force
(Name of Board or Commission)

Contact Person: Jodi McGrane Telephone Number: 860-584-6127

E-mail Address: jodimcgrane@bristolct.gov

In compliance with Section 1-225 of the Connecticut General Statutes the following is a listing of dates of the regular meetings of the ARP Task Force

MONTH	DATE/DATES	TIME & PLACE OF MEETING
JANUARY		
FEBRUARY	February 10, 2025	4:00 p.m. Council Chambers, City Hall
MARCH		
APRIL		
MAY	May 12, 2025	4:00 p.m. Council Chambers, City Hall
JUNE		
JULY		
AUGUST	August 11, 2025	4:00 p.m. Council Chambers, City Hall
SEPTEMBER		
OCTOBER		
NOVEMBER	November 10, 2025	4:00 p.m. Council Chambers, City Hall
DECEMBER		

(Signature) **Jeff Caggiano, Chairman**

(Signature) **Jodi A. McGrane, Recording Secretary**

(Date)

Summary - all Bristol ARPA Awards	November 22, 2024			
ARPA Project Category	Approved Funding	Total Expended **	Approved Funding allocated to Revenue Loss (up to \$10 million)	
City Projects	\$ 16,591,872.00	\$ 12,348,489.78	\$ 8,624,317.90	
BBBGP Subrecipients - Non-Profits (1)	\$ 60,000.00	\$ 56,161.00	\$ 60,000.00	
BBBGP Subrecipients - Small Businesses (6)	\$ 273,599.60	\$ 271,665.80	\$ 273,599.60	
BBBGP Beneficiaries - Non-Profits (1)	\$ 20,367.50	\$ 20,367.50	\$ 20,367.50	
BBBGP Beneficiaries -Small Businesses (4)	\$ 44,325.00	\$ 44,325.00	\$ 44,325.00	
Subrecipients - 1st Round - Non-Profits (17)	\$ 7,075,000.00	\$ 3,671,449.28		
Subrecipients - 1st Round - Small Businesses (7)	\$ 3,466,313.60	\$ 3,437,738.58		
Beneficiaries - 1st Round -Non-Profits (5)	\$ 43,463.28	\$ 42,625.65		
Totals	\$ 27,574,940.98	\$ 19,892,822.59	\$ 9,022,610.00	
ARPA Award to City of Bristol	\$ 27,831,926.00			
Unobligated Balance/Contingency	\$ 256,985.02			
Unobligated balance represents terminated awards, balance of unspent funds returned from subrecipients, beneficiaries & city projects				
** reflects ARPA payments issued or pending to be issued				

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[illegible]

State of Ohio, Treasurer	06/01/2017 TO 06/30/2017
	1,000,000.00
	100,000.00
	0.00
	1,000,000.00
	25,000.00
	100,000.00
06/01/2017 TO 06/30/2017	100,000.00
	1,000,000.00
	1,000,000.00
	10,000,000.00
	10,000,000.00
	10,000,000.00

Bristol, CT - 1st Round BENEFICIARY Awards

Updated Sept. 26, 2024

Beneficiaries - must be expended & closed by Dec. 31, 2024

Report Due to City (2/28/2025)	Organization Name	Project Name	Contact Name	Contact Phone	Contact Email	Project Type	Approved Funding	Date - Agreement Fully Executed	USFY Reviewer	Date of City 1st Draw Payment	Draw #1		Draw #2		Draw #3		Draw #4		Draw #5		Draw #6		Draw #7		Draw #8		Total Disbursed to Date	Balance to Spend	Notes	
Report Due to City (2/28/2025)	Bristol Historical Society	Re-opening Plaque for the Bristol Historical Society (BHS)	Ellen Fagan	860-561-6339	ellean@bristolhistoricalsociety.org	Non-Profit	\$,000.00	6/15/2024	Jack Davis	9/17/2024	\$	\$,000.00	\$	-	NA	\$	-	NA	\$	-	NA	\$	-	NA	NA	NA	\$	\$,000.00	CLOSED USF/2024	USF Report filed sent to City 9/17/2024
Report Due to City (2/28/2025)	Bristol A.M.E. Zion Church	"A Healthy Church" assessment & action plan	Patricia Washington	860-630-0176	patwashington@gmail.com	Non-Profit	\$	\$2,000.00	10/16/2023	Jack Davis	10/11/2023	\$	\$,000.00	\$	\$,000.00	11/15/2023	\$	\$,000.00	11/15/2023	\$	\$,000.00	12/15/2023	\$	\$,000.00	12/15/2023	Draw #8	\$	\$,000.00	\$	Report prepared, action completed from 12/15/2023 to 1/15/2024. Beneficiary was charged to collect \$1,000 for initial phase of work.
Report Due to City (2/28/2025)	Exchange Club of Bristol Connecticut Incorporated	Bristol Men's Involvement	Jack Bisset	860-585-6730	bissetj@exchclub.com	Non-Profit	\$	\$,000.00	4/16/2023	Jack Davis	4/24/2023	\$	\$,000.00	\$	-	NA	\$	-	NA	\$	-	NA	NA	NA	NA	\$	\$,000.00	CLOSED USF/2024	USF Report filed sent to City 9/17/2024	
Report Due to City (2/28/2025)	Interiors Strong Community Center, Inc.	Technology Hubnet	David Bisset	860-585-6730	bissetj@exchclub.com	Non-Profit	\$,000.00	4/16/2023	Jack Davis	4/11/2023	\$	\$,000.00	\$	-	NA	\$	-	NA	\$	-	NA	NA	NA	NA	NA	\$	\$,000.00	CLOSED USF/2024	USF Report filed sent to City 9/17/2024	
Report Due to City (2/28/2025)	Bristol Boys and Girls Society, Inc.	Bristol Boys and Girls Executive Meeting, cultural involvement of the Bristol Boys Community	Wanda Hubbard	860-585-6730	wanda.hubbard@bristol-ny.org	Non-Profit	\$	\$5,000.00	9/16/2023	Jack Davis	10/11/2023	\$	\$,000.00	\$	\$,000.00	1/16/2024	\$	\$,000.00	1/16/2024	\$	\$,000.00	1/16/2024	\$	\$,000.00	1/16/2024	Draw to City on 1/16/2024	\$	\$5,000.00	\$	City to send document order & USF to send signed form
5 Beneficiaries							TOTAL	\$5,000.00			\$	\$5,000.00	\$	\$5,000.00	\$	\$5,000.00	\$	\$5,000.00	\$	\$5,000.00	\$	\$5,000.00	\$	\$5,000.00	\$	\$5,000.00	\$	\$5,000.00	\$	

Change - CLOSE OUT Beneficiaries

Exchange Club and USF (2/28/25) - received \$1,000 to City - original award \$1,000.00, completed 1/15/24

City Projects - ARPA

Project	Name of applicant	Organization Name	Project Name	Project Type	Email address	Contact Number	Approved Funding	Total Spent as of 11/21/24	Balance to Spend	Revenue Loss Funding
	Diane Waldron	City of Bristol - Contract with UHY	UHY Project Manager Services	City	dianewaldron@bristolct.gov	860-584-6127	\$ 600,000.00	\$ 520,154.18	\$ 79,845.82	
22C17		City of Bristol IT	Network Switch Replacement	City		860-584-6279	\$ 280,047.00	\$ 280,046.94	\$ 0.06	
RLOSS 24C04		City of Bristol IT	CIP Project - IT Cisco Phone Gateways	City	ericevans@bristolct.gov	860-584-6279	\$ 273,841.00	\$ 243,148.52	\$ 30,692.48	\$ 273,841
0	Jason Krueger	Bristol Senior Center	Renovations to Center	City	jasonkrueger@bristolct.gov		\$ 22,500.00	\$ 22,500.00	\$ -	
RLOSS	Department of Public Works	City of Bristol	Bristol City Hall Renovation - HVAC Upgrades/Improvements	City	raymondrogozinski@bristolct.gov	860-584-6113	\$ 3,500,476.00	\$ 3,500,475.55	\$ 0.45	\$ 3,500,476
22C26 RLOSS	Economic and Community Development	City of Bristol	Centre Square Public Parking Structure	City	justinmalley@bristolct.gov	860-584-6185	\$ 7,621,000.00	\$ 4,921,255.91	\$ 2,699,744.09	\$ 2,900,000
	Economic and Community Development	City of Bristol Economic & Community Development Department	ARPA Funding Marketing	City	ecd@bristolct.gov	860-584-6185	\$ 5,000.00	\$ 3,169.99	\$ 30.01	
22C22	Economic and Community Development	City of Bristol	Downtown/Centre Square Infrastructure	City	justinmalley@bristolct.gov	860-584-6185	\$ 950,000.00	\$ 404,479.77	\$ 545,520.23	
23C12	Justin Malley	Economic & Community Development	Route 6 Development/Infrastructure	City	justinmalley@bristolct.gov	860-584-6185	\$ 22,500.00	\$ 22,500.00	\$ -	
RLOSS	Dept.of Public Works	City of Bristol	Parking Garage	City	raymondrogozinski@bristolct.gov	860-584-6113	\$ 1,200,000.00	\$ 1,200,000.00	\$ -	\$ 1,200,000
RLOSS	Economic & Community Development	City of Bristol	Brownfield Revolving Loan/Grant Program	City	justinmalley@bristolct.gov	860-584-6185	\$ 250,000.00	\$ 153,475.30	\$ 152,866.69	\$ 250,000
RLOSS	City of Bristol	City of Bristol	Building Bristol Grant Program	City	justinmalley@bristolct.gov	860-584-6185	\$ 398,293.00	\$ 361,871.00	\$ 36,422.00	\$ 398,293
	Marco Palmeri	Bristol Burlington Health District	Bristol Burlington Health District	City	dianewaldron@bristolct.gov	860-584-6127	\$ 50,000.00	\$ 50,000.00	\$ -	
22C19	Joshua Medeiros	City of Bristol Parks, Recreation, Youth and Community Services	Kern Park Site Planning & Improvements	City	joshmedeiros@bristolct.gov	860-584-6160	\$ 297,707.00	\$ 297,706.32	\$ 0.68	
22C20	Joshua Medeiros	City of Bristol Parks, Recreation, Youth and Community Services	Veterans Memorial Boulevard Site Improvements	City	joshmedeiros@bristolct.gov	860-584-6160	\$ 300,000.00	\$ 36.00	\$ 299,964.00	
22C21	Joshua Medeiros	City of Bristol Parks, Recreation, Youth and Community Services	Rockwell Park Site Improvements	City	joshmedeiros@bristolct.gov	860-584-6160	\$ 400,000.00	\$ 318,095.45	\$ 81,904.55	
22C23	Joshua Medeiros	City of Bristol Parks, Recreation, Youth and Community Services	Pine Lake Outdoor Adventure Park Improvements	City	joshmedeiros@bristolct.gov	860-584-6160	\$ 268,866.00	\$ 268,865.60	\$ 0.40	
	Aubrey Minkler	City of Bristol- Community Services	Assistance to Households	City	aubreyminkler@bristolct.gov	860-314-4690	\$ 9,700.00	\$ 9,700.00	\$ -	
22G18	Robert J. Herold, President	West Cemetery Association's Carlyle F. Barnes Chapel	Repair of Elevator/Lift's ADA Access to Lower level	City	westcembristol@yahoo.com	860-583-6133	\$ 775.00	\$ 775.00	\$ -	
23G05	Robert J. Herold, President	West Cemetery Association's Carlyle F. Barnes Chapel	Ceiling Repairs/Survey	City	westcembristol@yahoo.com	860-583-6133	\$ 39,460.00	\$ 30,420.00	\$ 9,040.00	
RLOSS	Justin Malley	City of Bristol	Route 6 Traffic Signal Infrastructure	City	justinmalley@bristolct.gov	860-584-6187	\$ 500,000.00	\$ 101,685.25	\$ 398,314.75	\$ 500,000

Total	\$ 16,990,165.00	\$ 12,710,360.78	\$ 4,334,346.21	\$ 9,022,610.00
See BBBGP Tracker	\$ (398,293.00)	\$ (361,871.00)	\$ (36,422.00)	
City Projects	\$ 16,591,872.00	\$ 12,348,489.78	\$ 4,297,924.21	

Project Complete

Revenue Loss designated 6.1