

Regular Meeting of the American Rescue Plan Task Force
May 9, 2022 – 4:00 p.m.
City Hall West Meeting Room 1, 111 North Main Street Bristol CT 06010

Members Present: Mayor Jeff Caggiano, Eric Clemons, Donna Osuch, Howard Schmelder, David Preleski, John Smith. Orlando Calfe, Glenn Heiser, Cindy Bombard via Zoom.

Absent: Michael Dumas, Mickey Goldwasser, Mark Peterson, Susan Sadecki, Thomas O'Brien, David Maikowski.

Also present: Diane Waldron, Robin Manuele, Roger Rousseau, Dawn Leger, Dawn Nielsen and Justin Malley.

1. Call to Order

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

2. Public Participation

None

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

Jack Reagan, UHY Advisors updated the Task Force that he has been working with City staff on the contracts for the approved projects. Last week UHY held a webinar with awardees. The recording of this webinar is available on Suralink for task forces members to view if they are interested.

UHY has provided City staff with a listing of applicants for the Build Bristol grant program. These are applicants who initially submitted projects for consideration and were deemed an allowable use but were not ultimately awarded funding. This grant program will match dollar for dollar up to \$60,000 for those that wish to re-apply. There were 147 applications submitted in total with 39 awards. This leaves 108 potentially to participate in the Build Bristol program. The program has been restricted to one project per applicant, and it is estimated 25-45 projects will be reviewed for consideration. Mayor Caggiano asked that if the full match of \$60,000 was given to everyone will it equal the \$2,000,000 set aside for this program. Jack said Jose has run some numbers and the qualifying projects are coming in at an average of \$57,000 so it does approximate the \$2 million approved amount.

Jack mentioned the March 31 quarterly report was submitted successfully and that he has been advised that there will be revisions to the portal and categories for reporting for the June 30th reporting period.

Dave Preleski asked if there were any documents available to sample compliance. Jack stated there are sample Word documents that can be provided. UHY provided their contact information to the attendees. The Mayor heard the webinar was very comprehensive and well done. Donna stated

UHY is going to meet one on one with each applicant which will be very helpful especially for the smaller organizations.

4. Consideration of projects to approve for funding.

Mayor Caggiano stated the next phase would be the use of the remaining funds.

5. Any other business

Bristol in Demand, now Bristol Works will come back to the Task Force at some point for reallocation of their funding as they have experienced some changes moving forward with changes in their space but not a change in the total of the funds allocated. They are also running into issues with the non-profit organization application with the IRS due to back log and staffing issues at the IRS.

Commissioner Heiser asked if there was draft language for attestation of funds. Mayor Caggiano stated the Purchasing Agent and Corporation Counsel have not reviewed those documents yet, and once they are reviewed they will be distributed to the Task Force.

Jack asked what level of reporting the Task Force would like to see on a monthly basis going forward, once spending starts taking place so a standard template can be developed. It was discussed the reporting be at a high level.

6. Adjournment

Commissioner Schmelder made a motion seconded by Commissioner Smith "to adjourn" at 4:40 p.m.

Jodi A. McGrane
Recording Secretary