



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, May 12, 2025, at 4:00 PM. in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

1. Call to Order
2. Public Participation
3. Approval of Minutes
 - a. Regular Meeting - December 9, 2024
4. Discussion with UHY Advisors
 - a. Project Summary
 - b. Subrecipients
 - c. Building Bristol Grant Program
 - d. City Projects
5. Any other business
6. Adjournment

PER ORDER OF THE CHAIRPERSON
Jeff Caggiano, Mayor

Regular Meeting of the American Rescue Plan Task Force
December 9, 2024 – 4:00 p.m.
City Hall Council Chambers, 111 North Main Street, Bristol CT 06010

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

Howard Schmelder, John Leone, Michael Dumas, Mickey Goldwasser attended via Zoom.

Absent: Morgan Urgo and Mark Peterson

Also present: Diane Waldron 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

Jay Maia, BBGC, CEO, discussed the \$76,808 remaining of ARPA funds for the Bristol Boys and Girls Club project. The funds can be used for the turf or some other line items that go directly towards the kids and the outdoor project. Mayor Caggiano stated a contract has to be in hand today for this to move forward, as all money has to be obligated by December 31. Claire Collins, UHY explained the Department of Treasury guidelines is what the Mayor is speaking of. Jay explained there the funds remain as there was confusion and miscommunication with the bid, not including the turf, three out of the four bids received did not include the turf.

3. Approval of minutes of Regular Meeting – November 4, 2024

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

Commissioner Schmelder made a motions seconded by Commissioner Sadecki "To amend the November 4 minutes to add Howard as present via Zoom. Motion approved.

4. Approval of 2025 Meeting Calendar

Mayor Caggiano stated with the funds being obligated as this meeting the Task Force can being to meet quarterly meetings starting in February.

Commissioner Smith made a motion seconded by Commissioner Maikowski "To approve the 2025 Calendar as presented ." Motion approved.

5. Discussion with UHY
 - a. Project Summary
 - b. Subrecipients
 - c. Building Bristol Grant Program
 - d. City Projects

Claire reviewed the trackers as of December 6. There are a number of projects that are now closed out and final expenses reconciled.

Claire explained on December 2, the Congressional Leadership in charge of ARPA funds to municipalities issued additional information. Based on this information, the City discussed using the remaining balance for a capital project with a contract already in place for Firehouse 3 HVAC. ARPA will not be giving any new funds to the project, but reducing the overall City cost.

Mayor Caggiano discussed the parking garage project. At one point, there were not enough ARPA funds for the Parking Garage so the City allocated funds. At this meeting the Task Force is going to put those funds back and use remaining ARPA funds for the garage project as well.

6. Project Revisions and Updates
 - a. To rescind \$393 from the Beulah Zion Church Project

Commissioner Smith made a motion seconded by Commissioner Sadecki "To rescind \$393 from the Beulah Zion Church Project." Motion approved.

- b. To rescind \$76,808 from the BBGC Project

Commissioner Smith made a motion seconded by Commissioner Sadecki "To rescind \$76,808 from the BBGC Project." Motion approved.

Mayor Caggiano stated the project will be complete, with natural grass, BBGC can add artificial turf in the future.

- c. To rescind \$14,907 from the Immanuel Lutheran Church Project

Commissioner Sadecki made a motion seconded by Commissioner Leone "To rescind \$14,907 from the Immanuel Lutheran Church Project." Motion approved. Commissioner Schmelder abstained. Immanuel Lutheran will be returning a check to the City for the \$14,907 advanced.

- d. To rescind \$174,133 from the Veterans Memorial Boulevard Site Improvements Project

Commissioner Goldwasser made a motion seconded by Commissioner Sadecki "To rescind \$174,133 from the Veterans Memorial Boulevard Site Improvements Project." Motion approved.

The design and scope of the bathroom could not be completed by the deadline.

- e. To rescind \$8,594 from the Bristol Shell BBGP Project

Commissioner Goldwasser made a motion seconded by Commissioner Sadecki "To rescind \$8,594 from the Bristol Shell BBGP Project." Motion approved.

- f. To rescind \$3,600 from the American Legion BBGP Project

Commissioner Sadecki made a motion seconded by Commissioner Leone "To rescind \$3,600 from the American Legion BBGP Project." Motion approved.

- g. To rescind \$9,778 from the Brownfields Loan/Grant Project

Commissioner Goldwasser made a motion seconded by Commissioner Schmelder "To rescind \$9,778 from the Brownfields Loan/Grant Project." Motion approved.

- h. To rescind funds from the Barnes Chapel Project

The Task Force discussed the Barnes Chapel. Diane explained there is \$9,040 remaining, there is a quote for the electrical of \$3,543 and other repairs that need to be done as well as the survey. After discussed it was decided to rescind the appropriation of fund from the General Fund.

Commissioner Maikowski made a motion seconded by Commissioner Leone "To rescind \$9,040 from the Barnes Chapel Project." Motion approved.

- i. To make an additional appropriation of \$95,899 for the Rockwell Park Site Improvements Project

Commissioner Smith made a motion seconded by Commissioner Maikowski "To make an additional appropriation of \$95,899 for the Rockwell Park Site Improvements Project" Motion approved.

- j. To make an additional appropriation of \$130,935 for the Central Square Parking Structure Project

Commissioner Smith made a motion seconded by Commissioner Leone "To make an additional appropriation of \$157,543 for the Central Square Parking Structure Project" Motion approved.

- k. To assign unobligated ARPA funds to Firehouse 3 HVAC Project

Commissioner Smith made a motion seconded by Commissioner Maikowski "To make an additional appropriation of \$300,796 for the Central Square Parking Structure Project" Motion approved.

- 5. Any other business

None

- 6. Adjournment

Commissioner Smith made a motion seconded by Commissioner Goldwasser "to adjourn" at 4:57 p.m. Motion approved.

Jodi A. McGrane
Recording Secretary

Summary - all Bristol ARPA Awards	April 30, 2025			
ARPA Project Category	Approved Funding	Total Expended **	Approved Funding allocated to Revenue Loss (up to \$10 million)	
City Projects	\$ 16,953,159.00	\$ 14,876,741.14	\$ 9,072,878.00	
BBBGP Subrecipients - Non-Profits (1)	\$ 56,399.06	\$ 56,399.06	\$ 56,399.06	
BBBGP Subrecipients - Small Businesses (6)	\$ 265,007.44	\$ 256,235.77	\$ 265,007.44	
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)	\$ 6,983,283.93	\$ 5,239,358.41		
Subrecipients - 1st Round - Small Businesses (7)	\$ 3,466,313.60	\$ 3,466,313.60		
Beneficiaries - 1st Round -Non-Profits (5)	\$ 43,070.21	\$ 43,070.21		
Totals	\$ 27,831,925.74	\$ 24,002,810.69	\$ 9,458,977.00	
ARPA Award to City of Bristol	\$ 27,831,926.00			
Unobligated Balance/Contingency	\$ -			
<i>** reflects ARPA payments issued or pending to be issued</i>				
100% of ARPA Award OBLIGATED				
86.2% of ARPA Award EXPENDED				

[illegible]

[illegible]

Bristol, CT - BBBGP Subrecipients Draw Downs	Updated April 30, 2025																				
MATCHING GRANT (\$1 in sub match for every \$1 City)																					
Organization Name	Project Name	Contact Name	Contact Email	Subrecipient Type	TOTAL PROJECT COST	APPROVED CITY SHARE	Date - Subrecipient Agreement Fully Executed	UNY Reviewer	Draw #1	Date of City Payment	Draw #2	Date of City Payment	Draw #3	Date of City Payment	Draw #4	Date of City Payment	Draw #5	Date of City Payment	Balance of Awards Remaining	Comments	
300 Broad Street Property LLC	Parking Lot repairs/lighting for public safety	Armen Bapajian	armen@ellimanddevelopment.com, 2126805050	Small Business	\$ 120,000.00	\$ 60,000.00	5/2/2023	Martha McCabe	\$ 7,500.00	Check #514013 1/26/2024	\$ 10,000.00	8/26/2024 Check # 510390	\$ 36,400.00	11/15/2024 - Check #524003	\$ 1,000.00	12/18/2024 - Check #524088		NA	\$ -	CLOSED 12/26/2024	
AMERICAN LEGION REICHERT POST 2	Outdoor Kitchen Expansion/Emergency Shelter	Wah Fuher (860)827-5284	wafuher@kingglobal.net, wafuher@tptam.com	Non-Profit	\$ 120,000.00	\$ 60,000.00	9/7/2023	Martha McCabe	\$ 4,400.75	12/26/2023 Check # 514048	\$ 21,140.00	5/15/2024 - Check # 518258	\$ 30,400.20	12/4/2024 - Check # 524002	\$ 238.00	12/26/2024 - Check #524040		NA	\$ -	Remaining balance of \$3,000.00 is obligated by City and Award Total Changed to \$66,999.00 - CLOSED 12/26/2024	
Bristol Shell (Shell's Enterprises)	PUMPS/TANKS UPGRADE - SECURITY/PUBLIC SAFETY TDS	TONG GUO	GT2008NB@GMAIL.COM, 860-612-8465	Small Business	\$ 120,000.00	\$ 60,000.00	4/21/2023	Martha McCabe	\$ 10,000.00	2/14/2024 - Check #515412	\$ 8,500.00	10/2/2024 - Check # 522351	\$ 10,000.00	10/2/2024 - Check # 522351	\$ 16,426.23	12/11/2024 - Check #522479			\$ 8,775.87	Drawings/Funds - sent updated contract to spend \$8,775.87 with \$8,294.16 obligated by City and re-obligated for City project	
Connecticut Tool and Cutter	Repair of damaged building & equipment	Dr Caroline Studarik	nancy@cttool.com, 860-314-1740	Small Business	\$ 75,000.00	\$ 37,500.00	7/11/2023	Martha McCabe	\$ 10,500.00	7/9/2023 Check #2146744	\$ 2,564.50	9/26/2023 - Check # 511470	\$ 6,000.40	Check # 511870 12/29/2023	\$ 12,353.44	Check # 516797 1/24/2024	\$ -		\$ -	CLOSED 2/12/2024	
Montage Hair Design	New doors, New basement door, windows, new flooring in waiting room, dining into the building, New heaters for the building, updating the venting of the air conditioning and heating system	Michael Niman	thaiman@icloud.com, 8607775838	Small Business	\$ 47,500.20	\$ 23,750.10	9/24/2023	Martha McCabe	\$ 9,181.50	8/14/2023 Check # 510346	\$ 7,676.00	9/30/2023 Check #511462	\$ 4,892.10	Check # 512861 11/17/2023	\$ 1,800.00	Check # 513250 12/13/2023	\$ -		\$ -	CLOSED 5/12/2024	
Stafford Commons LLC	Stafford Commons Revitalization Project	Alfred F Morosini Jr	af.morosi@kinglobal.net, 8605823503	Small Business	\$ 60,000.00	\$ 30,000.00	9/16/2023	Martha McCabe	\$ 4,697.68	9/7/2023 Check # 505738	\$ 1,924.00	10/10/2023 - check # 507382	\$ 4,891.89	9/13/2023 - Check # 511308	\$ 2,300.00	Check # 511489 11/17/2023	\$ 18,833.53	Check # 514010 12/22/2023	\$ -	CLOSED 1/24/2024	
Thomas C. Zipp LLC	Historic Main Street to Center Street Parking and Parkway Revitalization Project (general inf. Map Book 26-P 1-1, PG. 2107)	Thomas C. Zipp	tzipp@gmail.com, 860-729-4645	Small Business	\$ 120,000.00	\$ 60,000.00	4/19/2023	Martha McCabe	\$ 60,000.00	1/12/2024 - check # 514804	\$ -		\$ -		\$ -		\$ -	\$ -	CLOSED 2/12/2024		
7 BBBGP Subrecipients				TOTALS	\$ 667,300.20	\$ 333,650.10			\$ 112,364.48		\$ 16,830.50		\$ 92,649.40		\$ 32,267.73		\$ 18,833.53	\$ 8,775.87			
									Draw #1		Draw #2		Draw #3		Draw #4		Draw #5		Balance to Subrecip		

City Projects - ARPA

Project	Name of applicant	Organization Name	Project Name	Project Type	Email address	Contact Number	Approved Funding	Total Spent as of 4/7/25	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	\$ 538,391.68	\$ 61,608.32	
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	\$ 271,700.86	\$ 2,140.14	\$ 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	\$ 8,190,431.00	\$ 7,275,067.35	\$ 915,363.65	\$ 3,069,431
	Economic and Community Development	City of Bristol Economic & Community Development Department	ARPA Funding Marketing	City	ecd@bristolct.gov	860-584-6185	\$ 5,000.00	\$ 3,199.97	\$ 1,800.03	
22C22	Economic and Community Development	City of Bristol	Downtown/Centre Square Infrastructure	City	justinmalley@bristolct.gov	860-584-6185	\$ 950,000.00	\$ 411,340.77	\$ 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	\$ 240,222.00	\$ 204,265.39	\$ 35,956.61	\$ 240,222
RLOSS	City of Bristol	City of Bristol	Building Bristol Grant Program	City	justinmalley@bristolct.gov	860-584-6185	\$ 386,099.00	\$ 377,325.39	\$ 8,773.61	\$ 386,099
	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	\$ 125,867.00	\$ 15,117.10	\$ 110,749.90	
22C21	Joshua Medeiros	City of Bristol Parks, Recreation, Youth and Community Services	Rockwell Park Site Improvements	City	joshmedeiros@bristolct.gov	860-584-6160	\$ 495,899.00	\$ 318,224.61	\$ 177,803.75	
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	\$ 30,420.00	\$ 30,420.00	\$ -	
RLOSS		City of Bristol	Firehouse 3 HVAC	City			\$ 288,908.00		\$ 288,908.00	\$ 288,908
RLOSS	Justin Malley	City of Bristol	Route 6 Traffic Signal Infrastructure	City	justinmalley@bristolct.gov	860-584-6187	\$ 500,000.00	\$ 156,444.00	\$ 343,556.00	\$ 500,000

Total	\$ 17,739,258.00	\$ 15,254,066.53	\$ 2,492,181.83	\$ 9,458,977.00
See BBBGP Tracker	\$ (386,099.00)	\$ (377,325.39)	\$ (36,422.00)	
City Projects	\$ 17,353,159.00	\$ 14,876,741.14	\$ 2,455,759.83	

Project Complete
Revenue Loss designated 6.1