



*City of Bristol
American Rescue Plan Task Force*

INFORMATION TO ACCESS THIS MEETING

<https://bristolct-gov.zoom.us/j/84749613854?pwd=QlJwTjRWMWRSYXJQcFJWcUFlbk1hUT09>

Meeting ID: 847 4961 3854

Passcode: 12345

The regular American Rescue Plan Task Force meeting will be held on Monday, November 10, 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. May 12, 2025
4. Approval of Meeting Calendar
 - a. 2026 Meeting Calendar
5. Discussion of BristolWORKS! Budget Amendment
6. Discussion with UHY Advisors
 - a. Project Summary
 - b. Building Bristol Grant Program
 - c. Subrecipients
 - d. City Projects
7. Adjournment

PER ORDER OF THE CHAIRPERSON
Jeff Caggiano, Mayor

Regular Meeting of the American Rescue Plan Task Force
May 12, 2025 – 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, John Leone, Thomas O'Brien, and John Smith

Katie D'Agostino, Howard Schmelder, Michael Dumas, and Mickey Goldwasser attended via Zoom.

Absent: Morgan Uργο and Mark Peterson

Also present: Diane Waldron, Roger Rousseau, Robin Manuele 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 – December 9, 2024

Commissioner Smith made a motion seconded by Commissioner Sadecki "To approve the regular minutes from December 9, 2024." Motion approved.

4. Discussion with UHY

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

Claire reviewed the trackers as of April 30th. There are a number of projects that are now closed out and final expenses being reconciled. To date, \$24 million of the \$27.8 million has been spent, which is 86.2% expended and 100% obligated.

As of Friday, BARC received their last payment and will be fully closed out once the close out report is filed. BBGC will be fully spent by the end of the year and there are no issues there. Susan stated there was a material back order, but construction has started and they expect to be complete by September 30. Bristol Works has received full advance of funds. They are reporting monthly on the advances and are on track to spend all the funds prior to September 30, 2026.

Bristol Hospital has not submitted any drawdowns to date, but when they start their spending, they will only be submitting one to two draw downs. Susan stated there was a delay with the delivery of

equipment and the project will begin around mid September. The C Section Suite is now completed and if an emergency surgery needs to take place that suite is available, if needed.

Prudence Crandall has been submitting monthly drawdowns, which are primarily payroll. There should be no issues finishing the project on time. SVDP has also been submitting monthly, they are on draw down request #20, which is being reviewed and will be paid. Draw downs are coming in regularly from them with no issues reported.

Bristol Shell is the only BBGP left, they have one last draw down remaining, which they needed to wait for nicer weather to complete the project.

Commissioner Heiser stated the utilization of the ARPA funds across the City, really lifted up the City, the rubric was uplifting and enlightening to the City and accomplished it's goal.

5. Any other business

None

6. Adjournment

Commissioner Leone made a motion seconded by Commissioner Goldwasser "to adjourn" at 4:25 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 9, 2026	4:00 p.m. Council Chambers, City Hall
MARCH		
APRIL		
MAY	May 11, 2026	4:00 p.m. Council Chambers, City Hall
JUNE		
JULY		
AUGUST	August 10, 2026	4:00 p.m. Council Chambers, City Hall
SEPTEMBER		
OCTOBER		
NOVEMBER	November 9, 2026	4:00 p.m. Council Chambers, City Hall
DECEMBER		

Jeff Caggiano
(Signature)

Jeff Caggiano, Chairman

Jodi A. McGrane
(Signature)

Jodi A. McGrane, Recording Secretary

(Date)

Summary - all Bristol ARPA Awards	October 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	\$ 16,774,517.83	\$ 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	\$ 264,291.10	\$ 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	\$ 5,635,686.64		
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	\$ 26,304,970.94	\$ 9,458,977.00	
ARPA Award to City of Bristol	\$ 27,831,926.00			
Unobligated Balance/Contingency	\$ -			
** reflects ARPA payments issued or pending to be issued				

Bristol, CT - BBBGP Subrecipients Draw Downs	Updated October 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 repaving/lighting for public safety	Armen Bapajian	armen@ellimanddevelopment.com, 2128805050	Small Business	\$ 120,000.00	\$ 60,000.00	5/2/2023	Martha McCabe	\$ 7,500.00	Check #514913 1/26/2024	\$ 10,000.00	8/26/2024 Check # 510399	\$ 36,400.00	11/15/2024 - Check #523003	\$ 1,000.00	12/18/2024 - Check #524088		NA	\$ -	CLOSED 12/26/2024	
AMERICAN LEGION RECREARY 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 # 514918	\$ 21,140.00	5/15/2024 - Check # 518218	\$ 30,400.20	12/4/2024 - Check # 524002	\$ 238.00	12/26/2024 - Check #519940		NA	\$ -	Remaining balance of \$3,000.00 is obligated by City and Award Total Changed to \$36,997.00 - 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 #515482	\$ 8,500.00	10/2/2024 - Check # 523351	\$ 10,000.00	10/2/2024 - Check # 523351	\$ 14,426.23	12/11/2024 - Check #522479	\$ 7,795.33	8/25/2025 - Check #513320	\$ 736.34	CLOSED 9/30/2025	
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	\$ 0,000.40	Check # 511876 12/29/2023	\$ 12,353.44	Check # 516797 1/24/2024	\$ -	NA	\$ -	CLOSED 2/21/2024	
Montage Hair Design	New doors, New basement door, windows, new flooring in waiting room, dining into the building, New showers 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 # 5102048	\$ 7,676.00	9/30/2023 Check #511462	\$ 4,892.10	Check # 512861 11/17/2023	\$ 1,800.00	Check # 513250 12/13/2023	\$ -	NA	\$ -	CLOSED 9/10/2024	
Stafford Commons LLC	Stafford Commons Revitalization Project	Alfred F Morosini Jr	af.morosini@kinglobal.net, 8605823503	Small Business	\$ 60,000.00	\$ 30,000.00	9/16/2023	Martha McCabe	\$ 4,697.68	9/16/2023 Check # 505739	\$ 1,924.00	10/10/2023 - check # 507382	\$ 4,891.89	9/11/2023 - Check # 511308	\$ 2,300.00	Check # 511489 11/17/2023	\$ 18,830.53	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 ref. Map Block 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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	NA	\$ -	CLOSED 1/21/2024		
7 BBBGP Subrecipients				TOTALS	\$ 667,300.20	\$ 333,650.10			\$ 112,364.48		\$ 16,830.50		\$ 92,649.02		\$ 32,282.73		\$ 26,386.86		\$ 710.34		
									Draw #1		Draw #2		Draw #3		Draw #4		Draw #5		Balance on Subrecipients		

[illegible]

[illegible]

City Projects - ARPA

Project	Name of applicant	Organization Name	Project Name	Project Type	Email address	Contact Number	Approved Funding	Total Spent as of 10.01.25	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	\$ 553,291.68	\$ 46,708.32	
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	\$ 8,327,536.81	\$ (137,105.81)	\$ 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	\$ 716,025.27	\$ 233,974.73	
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	\$ 232,446.64	\$ 7,775.36	\$ 240,222
RLOSS	City of Bristol	City of Bristol	Building Bristol Grant Program	City	justinmalley@bristolct.gov	860-584-6185	\$ 386,099.00	\$ 385,080.72	\$ 1,018.28	\$ 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	\$ 120,951.55	\$ 4,915.45	
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	\$ 487,136.98	\$ 8,762.02	
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	\$ 379,238.66	\$ 120,761.34	\$ 500,000
Total							\$ 17,739,258.00	\$ 17,159,598.55	\$ 579,659.45	\$ 9,458,977.00
See BBBGP Tracker							\$ (386,099.00)	\$ (385,080.72)	\$ (1,018.28)	
City Projects							\$ 17,353,159.00	\$ 16,774,517.83	\$ 578,641.17	

Project Complete

Revenue Loss designated 6.1