

Regular Meeting of the American Rescue Plan Task Force
December 11, 2023 – 4:00 p.m.
City Hall Council Chambers, 111 North Main Street, Bristol CT 06010

Members Present: Mayor Jeff Caggiano, Glenn Heiser, John Leone, Thomas O'Brien, Susan Sadecki, Michael Dumas, David Maikowski, David Preleski, John Smith, and Mickey Goldwasser

Howard Schmelder, Katie D'Agostino, Morgan Urgo and Mark Peterson (joined at 4:25 p.m.) attended via Zoom.

Also present: Roger Rousseau, Diane Waldron, Robin Manuele, Justin Malley and Martha McCabe, Sara Goss 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 2, 2023

Commissioner Leone made a motion seconded by Commissioner O'Brien "To approve the regular minutes from November 13, 2023." Motion approved.

4. Discussion with UHY Advisors

Martha reviewed the Project Summary and trackers. Subrecipients are submitting draw downs and there has not been much change since the last meeting. There is one Project Revision which will be discussed on the Agenda for ELCCT.

5. Building Bristol Grant Program Update

Martha reviewed the Building Bristol tracker, and explained this group needs reminders to draw down or to withdraw their request. All subrecipients and beneficiaries received progress reports from UHY, and UHY will report in January. The progress report will tell if they will draw by January 31. Commissioner Goldwasser stated that the Task Force may have to make the decision for them and withdraw the grant funds if they have not drawn down any funds by 1/31. The initial message went on September 1, 2023 on this requirement.

6. Subcommittee Updates

Susan Sadecki gave the update of the Non-Profit subcommittee. Mary Etter joined the meeting to discuss the BARC project, where the purpose and scope of the project was discussed.

Justin Malley gave the update on the City subcommittee. The City met to discuss the Centre Square Parking Structure, which is using ARPA funds of \$6.78 million, but estimates are noting a \$1.2 million shortage of the final estimated cost. Staff has discussed this project, and it most likely won't be able to be fully funded with ARPA funds and the City will need to supplement this project.

7. Project Revisions and Updates
a. BARC

Mary Etter, BARC, provided the Task Force with an update on her project. BARC will be located within Bristol's downtown and be part of the revitalization of downtown. The potential landlord is on board and has paid for the design work to date. Mayor Caggiano stated the only thing that has changed is that it is a rebuild instead of a build and they are going to use their own funds to pull this off. Commissioner Heiser questioned if the rent was at market, Mary Etter stated it is below market. Martha confirmed the lease is required in the paperwork. Discussion was held on the lease and Martha confirmed BARC will need to submit a copy of the signed lease with her documentation. Charlie Talmadge discussed the condition of the building which will be renovated so the building is leasable, with the necessary life safety features in place.

Commissioner Sadecki made a motion seconded by Commissioner Leone "to approve the project revision as presented by BARC." Motion approved.

b. Request for Change in Project Work Plan/Budget – ELCCCT

Martha stated this is a budget change as he is buying a different type of base for the walkway as expected.

Commissioner Goldwasser made a motion seconded by Commissioner Smith "to approve the project revision as presented by ELCC" Motion approved.

8. Any other business

Mayor Caggiano commended the Task Force for their work on these projects to date.

Justin discussed Firefly has drawn down funds, so they have met their 1/31/24 deadline, but a new LLC will be occupying that space. In January, this Board can take back those funds once that happens.

Justin also discussed Miller Foods who continues to look to expand in Bristol.

9. Adjournment

Commissioner Smith made a motion seconded by Commissioner Leone "to adjourn" at 5:00 p.m. Motion approved.

Jodi A. McGrane
Recording Secretary