

American Rescue Plan Act Ad-Hoc Committee Special Meeting  
Board of Selectmen Special Meeting  
May 9, 2022 –Joint Meeting  
via ZOOM

**ARPA MEMBERS PRESENT:** Chair Dave Koji, Vice Chair Greg Barden, Marge Mlodzinski, Jack Faski, Stan Soby.

**BOARD OF SELECTMEN PRESENT:** First Selectman Andreas Bisbikos, Selectmen Jason LaChappelle, Deborah Bates, Denise Turner, Selectman and Liaison Rosemary Coyle.

**OTHERS PRESENT:** Consultants Stacy Farber and Jack Reagan from UHY Certified Public Accountants, Mark Walerysiak, Jr. and Roy Paterson from Giverrang.

**1. CALL TO ORDER – BOARD OF SELECTMEN**

First Selectman Andreas Bisbikos called this Special Meeting of the Board of Selectmen to order at 5:02 pm.

**2. CALL TO ORDER – ARPA AD-HOC COMMITTEE**

Chair Dave Koji called this Special Meeting of the ARPA Ad-Hoc Committee to order at 5:03 pm.

**3. CITIZENS' COMMENTS**

Deanna Bouchard-Sanchez informed the members that she has filed a Freedom of Information Act (FOIA) complaint regarding the formation of the ARPA committee. Bouchard stated the she felt financial/business documents ARPA may request would fall under FOIA.

Mike Egan thanked the volunteers on this committee for all the hard work they have done. The BOS, ARPA and First Selectman have been working to follow the process and keep the costs down.

**4. ARPA AD-HOC COMMITTEE**

4. A. Approve Minutes of the April 4/25/22 Joint Meeting

**Motion by:** S. Soby

to approve the minutes of the April 25, 2022, Joint Meeting, as read.

**Second by:** J. Faski

**Vote:** Unanimous to approve.

RECEIVED  
COLCHESTER, CT  
2022 MAY 10 PM 4:03  
Gayle Furman  
TOWN CLERK

**5. PRESENTATION BY GIVERRANG ON THE COMMUNITY GIFT CARD**

Mark Walerysiak, Jr. gave an overview of the gift card program. Parameters may be placed on the use of the card and can be tailored specifically to certain business entities, in town use only, to the size of the business, including locking out large stores.

The cost to the town would be for materials to manufacture the card with the technology, card fees are similar to any credit card for processing at the business. Giverrang will provide a fee schedule for the committee to review.

The cards are numbered and if lost may be replaced, and the lost card will be deactivated. Discussion was held on the distribution of the cards to each household. An expiration date may be used as this is considered a promotion. Selectman Bibiskos said any questions could be sent to Mark Walerysiak, Jr.

Selectman LaChapelle questioned what is considered a qualified household.

## **6. UHY UPDATE ON THE ASSESSMENT PROCESS ON BUSINESS**

### **6. A. Status Update on the Businesses and Non-Profits**

J. Reagan noted that there were a number of applications at the last minute. A few applications are missing required information.

All applications have been reviewed by UHY and will go through an additional review by the ARPA Committee members and then sent to the Board of Selectmen. There are 87 business applications totaling \$1,801,763.49. There are ten non-profit organization applications totaling \$278,143.

Selectman J. LaChapelle felt that this process is very complicated and that the funds should be given to the business as a help to recover from the pandemic and use as they see fit.

## **7. REVIEW OF THE COLCHESTER COME BACK PROGRAM DRAFT**

### **A. Additions/Deletions/Revisions to the Draft**

The draft was reviewed with several revisions. The document will be revised as discussed.

S. Soby left the meeting during this discussion.

**B. Possible Action on the Colchester Come Back Grant Program by the ARPA Ad-Hoc Committee**  
No action.

**C. Possible Action on the Colchester Come Back Grant Program by the Board of Selectmen**  
No action.

## **8. BOARD OF SELECTMEN & ARPA AD-HOC COMMITTEE COLLABORATION**

### **A. Discussion on funding for the qualified business ARPA applications**

Chair Koji presented a concept formula for funding that will give at least \$10,000 to each business and allow the Committee stay within the one million dollar cap. This would be a fair and equitable solution. It was noted again that several businesses have not responded to requests for required information. **SEE ATTACHED FORMULA.**

**Motion by:** G. Barden

to send an email to applicants who have not provided requested information with a deadline of noon on May 16, 2022 or the application will not move forward.

**Second by:** J. Faski.

**Vote:** Unanimous to approve by those present.

**Motion by:** R. Coyle

to send an email to applicants who have not provided requested information with a deadline of noon on May 16, 2022 or the application will not move forward.

**Second by:** D. Turner

**Vote:** Unanimous to approve.



J. Faski left the meeting at this point in the agenda.

B. Discussion on how to disburse the funding to qualified business ARPA applications  
The funds will be distributed after the attestation agreement is signed.

C. Finalize attestation agreement  
Minor revisions were made to the agreement.

J. LaChapelle left this meeting at this time.

D. Discussion on BOS requirements on the following: 1) Having a business address located in Colchester; 2) Providing an EIN number or another form of incorporation to UHY (ARPA Consultant) when asked; 3) Be in good standing with the CT Secretary of State; 4) That the business can demonstrate a negative impact due to Covid between March 3, 2021 to April 1, 2022, to our ARPA Consultant  
Items listed above were discussed and changes made to the process as in deleting Item 3 and having the Tax Collector verify that businesses are current with town taxes.

## **9. CITIZENS' COMMENTS**

Gerrie Transue said she was concerned about the gift cards as farmers, dentists etc. are also businesses and would households have to provide proof of need as businesses are requested to do. G. Transue also said she is concerned with the total cost of the gift card program.

Denise Mizla asked if the non-profits would be signing the attestation agreement.

D. Bouchard said every effort should be made to contact those applicants with the missing info.

In response First Selectman Bisbikos stated he would visit those businesses over the weekend, personally, to be sure they are aware that missing information must be provided.

Bernie Dennler stated he felt the gift cards were political and feels the \$100 would not be transformative for individuals but more could be achieved with the total monies used elsewhere.

First Selectman Bisbikos said he feels strongly that this is the peoples' money and they should receive a portion of it.

Ron Silberman thanked the committee for their hard work and did not think the gift card was political but could be used to buy food at a farmer's market and he would like to see those in need benefit from the card.

Joanne Rose said citizens should be able to make comments without being called out.

## **10. ADJOURN THE BOARD OF SELECTMEN SPECIAL MEETING**

**Motion by:** R. Coyle  
to adjourn this Special Meeting.

American Rescue Plan Act Special Meeting  
Board of Selectmen Special Meeting  
May 9, 2022 – Special Meeting

**Second by:** D. Turner

**Vote:** Unanimous by those present to approve.

First Selectman A. Bisbikos adjourned this Special Meeting at 7:58 pm.

**11. ADJOURN THE SPECIAL ARPA AD-COMMITTEE MEETING**

**Motion by:** G. Barden

to adjourn this Special Meeting

**Second by:** M. Mlodzinski.

**Vote:** Unanimous by those present to approve.

Chair Koji adjourned this Special Meeting at 7:58 pm.

Respectfully submitted,

Mary Jane Slade  
Clerk

# PROPOSED APPROACH TO NOT EXCEED \$1M BUSINESS ARPA GRANT

## BUSINESS GRANT APPLICANTS

**If we do the following, we reduce the overall amount to about ~\$983K.**

Business requesting \$10,000 and under would get exactly what they are asking for

All businesses that requested \$10,001 and over would be reduced by 46% **but cannot be reduced** below \$10,000. Exa

A business asking for \$25,000 would have a 46% reduction to \$13,500. Their reduction is above \$10,000 so they would receive the redu

A business asking for \$12,542 would have 46% reduction to \$6,772. That reduction takes them below \$10,000, so they would receive th

The remaining ~\$17K could be disbursed evenly amongst all reduced applications (75 business would get an extra ~\$207

### **Current eligible applications counts**

75 businesses requesting > \$10,000

7 businesses requesting ≤ \$10,000

***\*These figures are for one applicant only. This only impacts Madd Hatter/Magic Hair which is a reduction of \$25K number of eligible applicants by 1.***

PROPOSED APPROACH TO NOT EXCEED \$250K NON-PROFIT ARPA  
.....  
NON-PROFIT APPLICANTS

---

**If we do the following, we reduce the overall amount to about ~\$249K.**

Non-profits requesting \$10,000 and under would get exactly what they are asking for

All Non-profits that requested \$10,001 and over would be **reduced by 10.5% but cannot be reduced** below

The remaining ~\$695 could be disbursed evenly amongst all reduced applications (9 Non-profits would get an extra ~\$77

**Current applications counts**

9 non-profits requesting > \$10,000

1 non-profits requesting ≤ \$10,000

# ATTESTATION AGREEMENT POTENTIAL CHANGE

Dear Business Owner,

Congratulations on being selected to receive an American Rescue Plan Act (ARPA) grant from the Town of Colchester. The grant amount you will be receiving is up to \$25,000 based on the application you submitted. By signing this agreement, you agree to the following stipulations:

1. Any funds received from the Town of Colchester will be used for the ~~primary~~ purpose as requested in your ARPA application (as approved by the Board of Selectmen).
2. If there are remaining funds after the primary project(s) is (are) completed, you may use the additional funds for other capital improvements or to support employee compensation costs at the primary business stated on your ARPA Application. ~~If you have unutilized funds, you may request approval for a secondary project(s) by providing additional documentation to the Town for additional qualifying expenses.~~
3. Upon receipt and spending of the funds, you will maintain records of the purchases (copies of invoices and receipts) in order for the Town of Colchester, or its designee, to review such documentation. Failure to provide these documents upon request may result in the Town of Colchester requesting the funds be returned.
4. Grant award contracts will include a "clawback" provision requiring grantees to repay all or a portion of the grant award in the event the organization relocates from Colchester. If a business is sold during the "clawback" period (May 1st, 2022 - December 31, 2023), grant award obligations will be formally transferred to the new business owner via an updated grant contract.
5. The Town of Colchester expects that the funds received are spent no later than December 31, 2023.

Signed,

Town of Colchester

Recipient Signature

Date

Date

## Attestation Modifications:

- 1) **Modify #1 to remove the word "prin**
- 2) **Modify #1 to add the following word**  
"or on other capital business expenses or ei  
business that is requesting ARPA funding."
- 3) **Modify #2 to remove the wording th**