



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Andreas Bisbikos, First Selectman

Board of Selectmen Meeting Minutes -Amended

Thursday, April 21<sup>st</sup>, 2022, at 7 PM

Via Zoom

Members Present: First Selectman – Andreas Bisbikos; Selectmen – Deborah Bates, Rosemary Coyle, Jason LaChapelle, Denise Turner

Attendees: Steven Coyle (Sewer & Water Commission Chair), Pam Minella (Interim Water Department Supervisor), Tom Dessureault, Andrew Norton; Jack Reagan, (Managing Director of UHY); J. Gigliotti, (Wetlands Enforcement Officer) UCONN students: Megan Graham, William Carter, Megha Dhillon, Danielle Katz, Britni Strickland, and Jamie Merola

1. Call to Order: A. Bisbikos called the meeting to order at 7:02 p.m.
2. Pledge of Allegiance
3. Correspondence: J. LaChapelle spoke to a letter that R. Coyle wrote to the Board of Selectmen regarding the past Long Term Recovery Committee (which became the ARPA Ad-hoc Committee) in which R. Coyle stated that applications had all been submitted, interviews were held, and that the BOS had appointed them per the Town Charter. J. LaChapelle stated that through investigation he has not been able to locate any BOS Meeting Minutes that align with R. Coyle's statement. He is asking for the supporting documentation from R. Coyle. D. Turner concurred that she believed everyone had been interviewed. R. Coyle stated that she believes that this supporting documentation can be found in the 2020's. A. Bisbikos stated that R. Coyle can get the information to J. LaChapelle. All three agreed.
4. Citizens Comments: Jean Smith spoke to 1. When will plastic fence around the tree on Town Green come down? 2. Curious about Town Green grant and project. Who will take over and how soon will it start? 3. Vehicles for Town Green entry, low spot has now created runoff, ruts and a dangerous situation. A. Bisbikos addressed all three questions – He will investigate the plastic fence situation and the Town Green vehicle entry. He said regarding the grant, focus is sometime early summer. John Malsbenden would like clarification on the point of having a Public Hearing next week, when BOF approved BOE budget and it's already been set. A. Bisbikos stated that the Public Hearing is to present a new budget for both Town and BOE based on suggested reductions from the BOF. R. Coyle stated by Charter the BOF must have two public hearings. Deanna Bouchard addressed the same correspondence from R. Coyle regarding the Long-Term Recovery Committee. She acknowledged the hard work from the committee but disputed the claims R. Coyle made about the proper formation of that committee, member size and that the process did not follow the Town Charter as we've always done in the past with all other committees/boards. She noted a

conversation she had with M. Bordeaux that supported the fact this committee was not formed properly by the Town Charter. A. Bisbikos stated once again that R. Coyle will need to provide this information to J. LaChapelle. B. Dennler expressed frustration with ARPA haphazard process and feels that questions that are now surfacing should have been addressed earlier in the process. Spoke to the current administration's role in managing the inherited ARPA process, the grant program and Facebook post regarding the CBA and ARPA Committee. A. Bisbikos spoke to the collaboration with the ARPA Committee on the applications and wants to review the legal process around this process and the grant program.

5. Consent Agenda: R. Coyle motioned to move the 4/7/22 minutes because she was absent and must abstain from voting and move it to #6A. Seconded by D. Turner. **Motion carried 5-0.** D. Turner motioned to move the Consent Agenda. Seconded by R. Coyle. **Motion carried 5-0.**

- A. Approve Minutes of the 4/14/22 Special Meeting
- B. MOU Between the Town of Colchester and the Municipal Employees Union – Tiffany Quinn
- C. Tax Collector's Refunds
- D. Resignation of Chuck Maynard from the Public Safety Subcommittee
- E. Possible appointment of Sean Shoemaker to represent the Fire Marshal position, Rick Peruta to represent Emergency Management, Tim Joseph to represent the Fire Department, and Judy O'Meara to represent the Colchester Public Schools on the Public Safety Subcommittee.

6. UCONN presentation of Wildlife Management Plan: J. Gigliotti provided background on creating a plan for a recently acquired Open Space property. Location is 525 Middletown Road, almost directly across from the Abundant Life church on Rt 16. A group of UCONN students presented an abbreviated version of the plan to the Board of Selectman. They shared ownership background, previous management and uses, the acquisition process, goals and objectives of this project. Covered were, pros and cons of the objectives as well as long-term management. Costs were covered for various items ranging from parking lot construction, clean up, to park accessories, such as picnic tables and benches. This will be a passive recreational charge with trails which provide multiple activities. The presentation well received, and the Town will receive the full plan for review.

- A. Approve Minutes of the 4/7/22 Regular Meeting & 4/14/22 Special Meeting. D. Turner motioned to move the minutes from 4/7/22. Seconded by D. Bates. **Motion carried 4-0** with R. Coyle abstaining.



## 7. ARPA

A. Conversation with ARPA Representative Jack Reagan: ARPA Program was discussed.

B. Possible Action on the *Colchester Come Back Grant Program*: A. Bisbikos prefaced that the UHY document is a draft and a collaboration between ARPA, UHY and ARPA will create a final product to present on the Town website for the community. Spoke about ensuring that a process of equity to the broad base of businesses in Colchester is considered as it pertains to application overflow which is not the process that was instituted by the ARPA Committee. He stated that there is a very strong equity lens that is focused on how these funds are to be used. The filing deadline is April 30<sup>th</sup> and looking to work with ARPA staff to make sure that is met. J. LaChapelle voiced his stance that these are supposed to be recovery funds and would like to see them used by taxpayers/business owners to help them recover from a loss due to the Covid-19 pandemic who need it the most. Jack Reagan stated that the way the funds are currently structured doesn't prevent people from using them to doing a refill of a basement in response to J. LaChapelle's comment about doing a home/business project of his basement for his necessary home office. Spoke to different established federal programs that were offered to businesses for Covid loss and asked the question if that was part of the ARPA funding. Board of Selectmen members offered their opinions on what should be done going forward.

C. ARPA Projects Update – Phase A Project List: First Selectman: The following are headed to the BOS May 5<sup>th</sup> for an expected vote: Playgrounds, Strategic Planner and Pickleball Courts. Tennis courts will be negotiated because the price was initially too high and is part of the capital plan. Irrigation, also part of the capital plan, is out to bid, bid should close in early May. Giverrang (ARPA gift cards) will be presenting to ARPA Committee first meeting in May would like to have it in front of the BOS by June. The Police expansion floorplans are in. Estimated expansion cost is at \$228,000 and project is being prepared to go out to bid. Public Works is looking to secure a new Youth Center contract and hopefully that will go out to bid afterwards to refurbish or reconstruct. Youth and Social Services counselor was sent to the ARPA Committee for its first meeting in May. It's a \$60K temporary position to address mental health issues. Phase B Project List: Youth Center roof is being prepared to go out to bid by Matt Bordeaux. \$30K from ARPA secured from last year for this particular project would be applied to the total. Total estimates of roof - \$70K – 100K. Town Hall projects earmarked but are on hold at the moment. Fire Department parking lot (capital improvement plan) will go out to bid - \$100K - \$180K.

8. Sewer & Water/Bacon Academy Board of Trustees Subcommittee: S. Coyle stated the commission examined readings and there is no evidence that the reading from 6/10/2020 to 7/3/2020 were accurate. It was concluded that the water meter was malfunctioning. Best course of action was to determine what each party wanted. It was agreed to reduce the invoice during that time period to \$1,040.57. Also decided to add an additional separate service for Day Hall. Cost of second meter to be paid for by the Old Bacon Academy Board of Trustees. Bacon Academy Board of Trustees will continue to monitor the water consumption for both buildings using their latest cell phone software. T. Dessureault validated S. Coyle's narrative with what transpired. A. Norton offered his thanks for everyone working to arrive at a conclusion. P. Minella thanked the collaborative effort between all parties and has taken two years to resolve.

A. Possible action on the recommendations presented by the Sewer & Water/Bacon Academy Board of Trustees Subcommittee. Several board of members offered their opinion on the process. J. LaChapelle asked about the total bill and the reporting of the bill. D. Bates motioned to accept the recommendations of the Sewer & Water/Bacon Academy Board of Trustees Subcommittee. Seconded by D. Turner. **Motion carried 5 -0.**

9. Ukrainian Flag

A. Possible action to raise the Ukrainian flag (in place of the POW flag) from April 23<sup>rd</sup> to April 30<sup>th</sup> on behalf of the humanitarian effort in Ukrainian per recommendation by the Parks and Recreation Commission at their April 4<sup>th</sup> Meeting. D. Turner motioned to move this forward. Seconded by R Coyle. **Motion carried 5 -0.**

10. Cragin Memorial Library – Acceptance of Grant with the Connecticut State Library. R. Coyle moved that Resolved, Andreas Bisbikos the duly elected First Selectman is empowered to execute and deliver in the name and on behalf of this organization a certain contract with the Connecticut State Library, State of Connecticut, for a Fiber to the Library-Internet Connection grant to pay for an assessment of the Library's Internet connection and networks. Seconded by D. Bates. **Motion carried 5-0.**

11. Possible Action to set a town meeting date for the Town and Board of Education budgets: R. Coyle stated can't act on this. Must have the second Public Hearing by Charter and the exact numbers of each of the budgets must be in the motion. No action taken.

\*Rosemary Coyle leaves the meeting at 8:52 PM



12. Citizens Comments: G. Barden shared his opinion on the FB post that he says challenges the ARPA Committee's integrity. A. Bisbikos stated the committee has worked diligently and that he can't speak to comments made on social media. He also stated that BOS and ARPA Committee need to collaborate and put any animus aside. D. Bouchard spoke regarding the FB post and reminded everyone that there is a First Amendment right granted to everyone. Clarified her earlier comments and shared the previous administration's stance from an audio regarding the formation of the ARPA Committee and the actual number of members. She stated that this town needs to take a close look at how this committee was formed and it has to be equitable and fair and thinks Andreas has a lot of work to do yet on this. R. Silberman stated that Bernie wasn't allowed to speak a second time in a previous meeting and that he doesn't think it's appropriate to allow someone to speak a second time in a meeting and ramble on. Doesn't think it's acceptable to have an excessive consumption of water be swept under the rug for consumers to pay the difference. He thinks more focus should have been given to the water meter. A. Bisbikos addressed the comment about Bernie not being allowed to speak a second time and he stated that the only time one is denied is if they have already spoken during that particular segment of the Citizen's Comments and wanted to speak again.

### 13. First Selectman's Report

1. The ARPA committee is still accepting small business applications. There is \$1M in ARPA funds specifically earmarked for our local businesses. A business may receive up to \$25K in federal funds. The ARPA committee is also accepting non-profit applications. There is \$250K specifically earmarked for non-profits. Deadlines for local businesses and non-profits are April 30th. The Board of Selectmen unanimously decided that they will review all applications after the April 30th deadline to ensure funding fairness for all applicants.
2. Colchester continues to move into the 21st Century as our Online Permitting Portal is now active!! If you are interested in applying for a permit, you can easily access the documentation and submit the forms online.
3. On April 19<sup>th</sup> Eversource began installing approximately six miles of gas pipeline to improve system resiliency between Middletown and Montville and increase the availability of gas supply options from one to three transmission companies. This connection allows natural gas to flow between the communities, making sure that gas is always there when customers need it. The project provides a link to potential access to natural gas in areas where clean efficient natural gas has not been an option. The pipeline is to be constructed in the state or town rights-of-way. Most will occur in the road – resulting in minimal impacts to private property. Eversource and its contractors will coordinate work with town officials and individual customers, where needed. Eversource is expected to invest \$20M into the project. The project could generate up to \$650K in additional revenue for next year's grand list. Natural gas will become available in the coming years as a result. This is a big win for our community.
4. The Colchester "Annual Spring Clean Up" is Saturday, April 30 from 8am-12 noon.



People (groups, families, organizations) can register online to clean up a specific area in town. Colchester Parks and Recreation will provide garbage bags which can be left onsite for the public works crew to pick up. If you are interested in cleaning a neighborhood, we can help arrange this as well. Clean up areas in town include the schools, the RecPlex, the Town Green, the Town Hall, and Ruby Cohen Woodlands.

All registered participants will meet at 12 noon at the Town Green baseball field for a group picture- then we will all head over to Mel's Downtown Creamery for a free ice cream cone on us as a "thank you"! Please register online or contact the Park & Recreation office.

5. The "Colchester Memorial Day Parade" has chosen the theme for this year's parade. This year it is "Colchester Remembers Their Citizens Who Gave Their Tomorrows For Our Todays". All marching units and floats should try and use the theme in preparing for the parade, which will be on Sunday May 29th, 2022. Applications are now available at the Town Hall and through the Town's web site. Applications are required for those who are interested in participating in the parade. Please contact the Town Hall and file your application before May 1st, 2022. The rain date of the event will be Monday, May 30<sup>th</sup> at 12:30 pm. It is also expected that there will be a flyover on Monday as well.
6. The Town Budget was unanimously approved by the Board of Finance with 2.12% increase from last year's budget. This increase is 1.5% less than the budget increase that passed at referendum at the third try last year. All budget maintains all current services, begins the investment in various long-term capital projects, reorganizes two departments for greater efficiency, integrates 21<sup>st</sup> Century Transparency Software, doubles the investment in overdue tree removal services, and answers the call for the demand of additional senior services with a new part-time bus driver.
7. The BOE budget was approved last night. It is approximately a .47% increase from last year. If both budgets pass, the mill rate will stand at 27.27 mills, a decrease of 5.78 mills from last year.

14. Liaison Reports: A. Bisbikos reiterated that he already went over the BOF budgets and great stuff happening on the Memorial Day Committee. D. Turner: CORE met and they are finalizing their mission statement and bylaws and also looking to be on the Town Green for the Farmer's Market on 6/19 in celebration of Juneteenth. D. Bates nothing to report on the Ethics Commission. Economic Development Commission has a proposed C-TIP for a very high-end apartment complex with various amenities and a 10% allocation for low-income housing. Friends of Cragin Library had a great turnout for the Used Book Fair. They were just awarded \$7,007 for three different programs such as Children's Summer Reading, Adult/Teen Craft, and Gaming. Just applied for \$2K grant for summer enrichment programs. J. LaChapelle BOE has had executive session meetings and a special meeting with the parents of the Special Ed Program.

15. Adjourn: D. Turner motioned to adjourn at 9:09 p.m. Seconded by J. LaChapelle.

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  
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**

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**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 red

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

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**

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**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

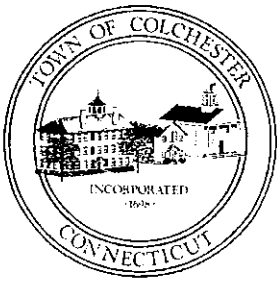
Date

\_\_\_\_\_

Date

## Attestation Modifications:

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



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

RECEIVED  
COLCHESTER, CT  
2022 MAY -9 AM 11:34  
Gayle Furman  
Town Clerk

Andreas Bisbikos, First Selectman

Board of Selectmen Minutes  
Thursday, May 5th, 2022, at 7 PM

**Members Present:** A. Bisbikos (First Selectman), R. Coyle, D. Turner, J. LaChapelle, D. Bates  
**Others Present:** Steven Hoffman (Fire Chief), Michelle Wyatt (Tax Collector), Tiffany Quinn (Park & Recreation)

1. Call to Order – Meeting Called Order at 7:01
2. Pledge of Allegiance
3. Correspondence
4. Citizens Comments
  - J. Rose spoke about the National Day of Prayer & adjusting the agenda, D. Bouchard spoke about the ARPA Ad-Hoc Committee, J. LaChapelle spoke about a recent termination, A. Day spoke about a recent termination, R. Segura spoke about the playgrounds, B. Dennler spoke about a recent termination, R. Fuller spoke about a recent termination
5. Consent Agenda
  - R. Coyle made a motion to make 5A a stand-alone item & B, C, D, F the Consent Agenda. 2<sup>nd</sup> by D. Turner. **Motion carried unanimously 5-0**
  - A. The Minutes of the 4/21/22 Board of Selectmen Meeting were tabled. R. Coyle made a motion to approve 4/25/22 Joint Meeting Board of Selectmen Special Meeting & ARPA Ad-Hoc Committee Regular Meeting. 2<sup>nd</sup> by D. Turner. **Motion carried unanimously 5-0**
  - D. Turner motions to approve the Consent Agenda (items B-F). 2<sup>nd</sup> by R. Coyle. **Motion carried unanimously 5-0**
  - B. Tax Collector's Refunds
  - C. Authorize the First Selectman to sign the Certified Resolution of the Governing Body in relation to the new senior center
  - D. Authorize the First Selectman to sign the School Reading and Quality Enhancement Grant
  - E. MOU between the Town of Colchester and Jay Gigliotti
  - F. Possible Action to adopt the Living Legacy Program as Presented
6. Public Safety Subcommittee Interviews
  - A. Ewings, K. Hall, B. Dennler, and T. Szoka were interviewed
7. Possible Action on updating the Job Description for Deputy Fire Chief



- R. Coyle motioned to update the job description for Deputy Fire Chief, 2<sup>nd</sup> by D. Turner. ***Motion carried unanimously 5-0***

8. Office of the Tax Collector

- A. D. Turner made a motion to authorize the First Selectman to execute the one-year agreement between the Town of Colchester and TaxServ, LLC. 2<sup>nd</sup> by R. Coyle. ***Motion carried unanimously 5-0***
- B. J. LaChappelle made a motion to authorize the First Selectman to sign a contract with Invoice Cloud for as an electronic bill payer vendor. 2<sup>nd</sup> by J. LaChappelle. ***Motion carried unanimously 5-0***

9. RecPlex Pavilion

- A. R. Coyle made a motion to award the contract to the lowest bidder, Anthony Skut, in the amount of \$5,600 and authorize the First Selectman to sign all contracts on behalf of the Town of Colchester. 2<sup>nd</sup> by D. Bates. ***Motion carried unanimously 5-0***

10. ARPA

- A. R. Coyle made a motion to allow only businesses that were legally established formed after March 3, 2021, as not eligible to receive ARPA funds under the town's grant program. 2<sup>nd</sup> by J. LaChappelle. ***Motion carried unanimously 5-0***
- B. Possible Action on updating the Attestation Agreement - skipped
- C. Strategic Planner
  - A. D. Bates made a motion that the Board of Selectmen award the contract to Real World Consulting in the amount of \$10,000 and authorize the First Selectman to sign all contract documents on behalf of the Town of Colchester. 2<sup>nd</sup> by D. Turner. ***Motion carried unanimously 5-0***
- D. Pickleball Courts
  - A. D. Turner made a motion that the Board of Selectmen award the contract to Hiding Tennis for the amount of \$44,500 and authorize the First Selectman to sign all contract documents on behalf of the Town of Colchester. 2<sup>nd</sup> J. LaChappelle. ***Motion carried unanimously 5-0***
- E. Playground
  - A. R. Coyle made a motion that the Board of Selectmen award the 2022-003 RFP Playground Equipment and Installation RFP to Childscapes/Burke in the amount of \$350,000 and that the First Selectman to sign all contract documents on behalf of the Town of Colchester. 2<sup>nd</sup> by A. Bisbikos. ***Motion carried unanimously 5-0***

11. Citizens Comments - None

12. First Selectman's Report

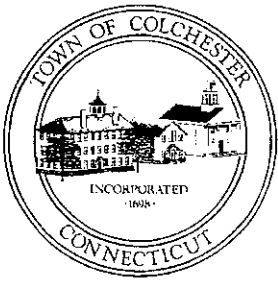
- Congratulations to Officer Kiro Wassef and all the police officers who graduated today. Officer Wassef is Colchester's newest officer and his first day on the job is Monday. I was honored to be at his graduation and meet his family. Colchester Resident State Trooper Sgt. Darrell Tetreault was also on hand to show support. God Bless the Blue!!

- Special recognition to our Colchester Hayward Fire Department Staff & Volunteers. On Tuesday, our team had to handle a tragic accident in town and a structure fire in East Haddam simultaneously. Our paid staff and volunteers are truly invaluable to this community. God Bless them!!
- In 1775 the Continental Congress allocated a time for prayer in forming a new nation. Over the years, there have been calls for a day of prayer, including from President Abraham Lincoln in 1863. On April 17, 1952, President Harry Truman signed a bill proclaiming the National Day of Prayer into law in the United States. President Reagan amended the law in 1988, designating the first Thursday of May each year as the National Day of Prayer. Today, I attended the National Day of Prayer ceremony on the Green in which I read the First Selectman's Proclamation of Prayer. My Message: Love & Prayer to Everyone.
- The ARPA Ad-Hoc Committee is looking for two members of the public to serve on it. You can get your application online
- The Town Meeting on both the Town budget and the Education budget will be held on Tuesday, May 10th for 6:30 PM at Town Hall. The Budget Referendum will be held on Tuesday, May 24th from 6 AM to 8 PM at Town Hall.
- Town Hall is very close in making announcement on our next Wetlands Enforcement Officer. We are also very close in bringing very qualified candidates in front of the Board of Selectmen over Town Planner and Finance Director. We have been working very diligently to fit any outstanding positions. Special recognition to my new Executive Assistant Franchesca Brown for carrying the office these last two weeks. We are very fortunate to have her.
- Sunday is Mother's Day!!

### 13. Liaison Reports

- D. Bates – Park & Recreation items addressed in BOS meeting
- R. Coyle – Chatham Health will now have digital service software for food service inspections, COVID cases up, food inspector position available. Senior Center Building Committee discussions with chair of the Garden Club, Silver Petrocelli have completed 90% of the design documents, an August construction start date for the Senior Center is expected, test borings & flow tests were submitted to Planning & Zoning for review. Public Safety Subcommittee – Chief Jim Baldis of Simsbury spoke about his town's Public Safety Committee
- D. Turner – None
- J. LaChapelle – BOE has a new interim Superintendent
- A. Bisbikos – BOF moved budgets forward

14. Adjourn – D. Turner motioned to adjourn, 2<sup>nd</sup> by R. Coyle. Meeting adjourned at 9:14



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Andreas Bisbikos, First Selectman

Board of Selectmen Special Meeting Minutes  
Thursday, May 12th, 2022, at 5:30 PM

**Members Present:** A. Bisbikos (First Selectman), R. Coyle, D. Turner, J. LaChapelle, D. Bates

**Others Present:** Anthony Ciriello (SLR Representative), P. Distefano (SLR Representative)

RECEIVED  
COLCHESTER, CT  
2022 MAY 16 AM 11:06  
Gayle Furman  
TOWN CLERK

1. Call to Order – Meeting Called to Order at 5:31
2. Pledge of Allegiance
3. New Interim Public Works Director

A. Discussion with John Jones

- A. Bisbikos gave an overview of the status of Public Works Director position. J. Jones provided an overview of his work history. Discussion regarding the role of the consultant, the role of the Interim Public Works Director, and the status of MOUs.

B. Possible Action to appoint John Jones as the Interim Public Works Director

- R. Coyle motioned to appoint J. Jones as the Interim Public Works Director, 2<sup>nd</sup> by J. LaChapelle. *Motion carried unanimously 5-0.*

4. Public Works Consultant

A. Discussion with SLR representative

- A. Ciriello and P. Distefano provided an overview of their capabilities, their current collaboration with the town, and how contracts/fees could be structured. A. Bisbikos spoke about the importance of finding a Public Works Director, a Director of Operations, and how a top to bottom review of both Public Works and Sewer & Water was needed to determine if restructuring was needed. R. Coyle brought up the bid process. J. Jones, A. Ciriello, and P. Distefano discussed how they could collaborate on bids and projects.
- R. Coyle discussed the goals of SLR: 1) Collaborate with J. Jones as needed, 2) Review of the entire department, 3) Long & Short-term goals, 4) Recruit quality candidates. D. Bates we need to identify the fee structure. Discussion on how to pay for the consultant.

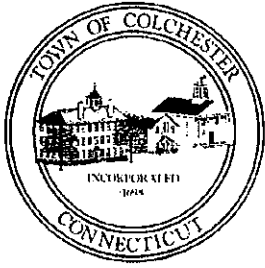
B. Possible Action to allow the First Selectman sign any necessary paper and enter a contract with SLR –  
No action taken.

5. Executive Session – Postponed

A. Director of Finance Interview



6. Decision on Director of Finance Position – No action taken
7. Adjourn – R. Coyle motioned to adjourn, 2<sup>nd</sup> by J. LaChapelle. Meeting adjourned at 6:14 PM.



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

DATE: 5/4/22

## BOARDS & COMMISSIONS APPLICATION

Name: Denise Mizla

Address: 356 Westchester Rd. Colchester, CT. 06415

Home Phone: \_\_\_\_\_ Email denise.mizla@aol.com FAX: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Town Residency 66 Years

Party Affiliation:  Democrat  Republican  Unaffiliated (check one)

Commission or Board you are interested in serving on: Arpa Ad-Hoc committee

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: Bacon Academy

College: University of Hartford, BS-Accounting, Business

Trade, Business \_\_\_\_\_  
Or Correspondence \_\_\_\_\_  
School \_\_\_\_\_

CONTINUED ON REVERSE SIDE

**Work Experience: List length of employment, name and address of employer, position & reason for leaving:**

Travelers Insurance Co., Hartford-Accounting Dept.

WFSB TV-Hartford-Accountant

Nova Robotics-East Hartford-Accountant

International Bar Code Systems, Inc.-Glastonbury, Current position since 1989.

Are you capable of making the commitment of time necessary to serve on this Board or Commission? yes

Why are you interested in serving? \_\_\_\_\_

I see that 2 positions are open on the Arpa Ad-Hoc committee. In light of the time frames for this committee to complete their work I would like to participate in that effort to see that monies allotted to businesses and non-profits are given out timely and fairly.

Do you have any experience or familiarity with this area? \_\_\_\_\_

I have watched the Arpa meetings and read their minutes since its inception.

I understand the parameters of these awards of monies that can be granted to businesses and non-profits.

If you are not appointed to this board or commission, would you be interested in other forms of public service?

Which ones? \_\_\_\_\_

Date: 5/4/22

Signature: \_\_\_\_\_



DATE: 5-5-2022

## BOARDS & COMMISSIONS APPLICATION

Name: Jennifer L. Cox

Address: 7 Ivy Court Colchester, CT. 06415

Home Phone: 860-287-7735      Email jennifer3280@gmail.com      FAX: 860-455-1396

Cell Phone: 860-287-7735      Town Residency 10 Years

Party Affiliation:  Democrat       Republican       Unaffiliated      (check one)

Commission or Board you are interested in serving on: ARPA Ad-Hoc Committee

Educational Background: List name and location of school, # of years attended, Subjects/Major, Did you graduate?

High School: Stonington High School, graduated 1991

\_\_\_\_\_  
\_\_\_\_\_

College: University of Connecticut, BA, 1995

University of Connecticut, MA, Audiology, 1997

A.T. Still University, Au.D. (Doctorate of Audiology), 2008

Trade, Business \_\_\_\_\_  
Or Correspondence \_\_\_\_\_  
School \_\_\_\_\_

CONTINUED ON REVERSE SIDE



**Work Experience: List length of employment, name and address of employer, position & reason for leaving:**

I currently work as a pediatric audiologist and aural habilitation therapist, specializing in developing spoken language in children with hearing loss. I have worked at the New England Center for Hearing Rehabilitation for 20 years, and six years ago I became a co-owner. Prior to that, I worked as a pediatric specialist audiologist for Australian Hearing, in Warrnambool, Australia, for two years. Prior to working professionally, I managed a clothing store, cleaned hotel rooms, nannied, and worked in a grocery store.

Are you capable of making the commitment of time necessary to serve on this Board or Commission? yes

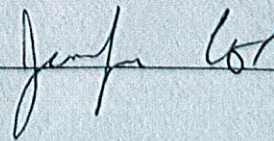
Why are you interested in serving? I have recently become interested in local government, and would like to be a civic volunteer. The ARPA Ad-Hoc committee should consist of individuals that are fair, reasonable, and excited to serve the community. I am aware that there are two vacancies, and think that my personality and background is well-suited for this role. The past two years have taught me that it is important to know and support the town in which you reside, so I would like to offer my time and impartial nature.

Do you have any experience or familiarity with this area? I have a working familiarity with the U.S. governments philosophy behind the American Rescue Plan Act (2021) and have read Connecticut's interpretation of the act. I have never been a part of a town's decision in how to manage an infusion of funds, but will assure that federal and state regulations are being followed and that entities are treated fairly.

If you are not appointed to this board or commission, would you be interested in other forms of public service? Which ones? Yes. I would be interested in any board or commissions that involve education, conservation, or recreation.

Date: 5-5-2022

Signature: \_\_\_\_\_

A handwritten signature in black ink, appearing to read "Jennifer G. [unclear]", written over a horizontal line.



## Staffing Updates

### **Police**

- Assistant to the Department Head: Donna Swinburne leaving at the end of May to pursue education; Applications for the Position are currently online

### **Finance Department**

- Director of Finance: Maggie Cosgrove retiring (will act as a consultant when needed); Replacement pending outcome of the Special Board of Selectmen meeting on Wednesday, May 18<sup>th</sup>

### **Planning & Zoning**

- Wetlands Enforcement Officer: Jay Gigliotti went to the private sector (will act as a consultant on Norton Park); Carol Szymanski is the new hire
- Town Planner: Matt Bordeaux went to Hebron; Robert Haft will be utilized as a recruitment agency

### **Tax Assessor**

- Deputy Assessor: John Praisner is leaving to become a chief assessor in another community; Kevin Johnson is the new hire

### **Public Works**

- Public Works Assistant: Deanna Gaudio left for new opportunities; Heide Perham is the new hire
- Director of Operations: Mike Previti leaving for a private sector opportunity; applications are being accepted
- Director of Public Works: John Jones has been hired as the Interim Public Works Director, replacing Mike Previti's duties; Robert Haft & SLR will be utilized as recruitment agencies
- Transfer Station Vacancy: Applications for the position are currently online

### **Senior Center**

- Senior Services Program Coordinator: Ruth Reinwald just had a baby, family decision; Applications for the position are currently online

### **First Selectman's Office**

- Franchesca Brown is the new executive assistant and Mary Jane Slade is the temporary Department Clerk
- Budget Referendum will determine next steps for Department Clerk position





## Department of Fire and Emergency Medical Services

May 12, 2022

To: Chief Steve Hoffmann  
From: Fire Apparatus Replacement Committee  
Re: Change order recommendation

The apparatus committee has reviewed the letter from Northeastern Fire Associates of Cheshire Connecticut dated May 4, 2022 regarding the 2,000 gallon Tanker / Tender fire apparatus build that was awarded to Marion Body Works by the Town of Colchester. This letter details the non-availability of a 2022 or 2023 model year chassis for use in our build and asks agreement to move to a 2024 chassis and accept an associated price increase of \$12,000.00.

As a point of information, the tanker bid package was bifurcated from the start with the chassis specifications separately detailed from the body specifications. It is the committee's understanding that the now proposed 2024 chassis, due to model year changes, will exceed those body specifications. One of the most notable improvements slated for the 2024 model year is the inclusion of telematics. The telematics will broadcast data on vehicle health and performance data to a connected services platform where it will be aggregated to create actionable data for use by our maintainers. The goal of this system is to reduce long term maintenance costs.

Given the lack of availability of a current year chassis and the model year upgrades that we will see moving to a 2024 chassis this committee feels that the increased cost is reasonable. It is therefore the recommendation of the committee that the Town execute a change order, as allowed in our bid document, with Northeastern Fire Associates for the amount of \$12,000.00 to transition to a 2024 chassis for our build.

Respectfully,

Apparatus replacement committee

Donald Lee

Brad Bernier

Steve Morris

Chris Bellantone

Paul Giudice

## First Selectman

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**From:** Stephen Coyle  
**Sent:** Friday, May 6, 2022 10:53 AM  
**To:** First Selectman  
**Cc:** Pam Minella  
**Subject:** 22-23 Sewer and Water budgets

Andreas,

At the May 4, 2022 meeting of the Sewer and Water commission, the commissioners voted to recommend a Water budget of \$1,194,118 and a Sewer budget of \$1,327,142 for the 2022-2023 fiscal year.

Regards,

Stephen Coyle, Chairman,

Colchester Sewer and Water commission.

# American Rescue Plan Act (ARPA)

## “Comeback Colchester” Grant Program

### Program Description

The *Comeback Colchester Grant Program* helps small businesses and non-profit organizations complete improvement projects to improve the appearance and/or function of real property and enhance business personal property or to improve employee expenses. “Real Property” is defined as the physical structure and permanent exterior assets occupied by a business or non-profit. “Capital improvements” are defined as projects which:

- Substantially add to the value of real property, or appreciably prolong the useful life of the real property.
- Projects that become part of the real property or permanently affixed to the real property so that removal would cause material damage to the property or article itself.
- Projects intended to become a permanent installation.

Eligible projects may include but are not limited to:

#### **Interior Improvements**

- The upgrade of flooring, ceiling, wall systems, and similar aesthetic upgrades.
- Construction of permanent walls, office space, production space, retail displays, restrooms, and similar construction work.
- Plumbing and electrical upgrades.
- The purchase and installation of certain “fixed assets” which, if removed, would cause material damage to the space. This may include restaurant/food preparation equipment and certain manufacturing equipment.

#### **Exterior Improvements**

- Door, window, permanent lighting, awning, roofing, signage infrastructure, and other façade improvement projects.
- The paving/repaving of driveways and parking areas.
- Construction of outdoor dining areas, including permanent decks and patios.

“Personal Property” is defined as any item used to conduct business that is movable and may be taken when moving locations, not affixed, or associated with the land, such as and not limited to inventory, furniture, supplies, materials, tools, and equipment. Eligible projects may include and not be limited to:

- Avoiding supply chain delays to accommodate customers and clients with supply and material purchases.
- Retention of employees by providing furniture, equipment, and supplies to improve productivity.

- Tools and equipment purchase to enhance services business conducts.

## **Employer Expenses**

Eligible employer expenses may include but are not limited to:

- Marketing
- Start-Up Costs (Established before March 3<sup>rd</sup>, 2021)
- Employee retention
- Adding additional employees

*Applicants pursuing projects that don't align with the guidelines above are encouraged to contact the Town's ARPA consultant, UHY Advisors, at 860-221-7609 to determine eligibility.*

## **Funding Information**

### **Award Amounts**

The *Comeback Colchester Grant Program* may award a business applicant a maximum grant award of up to \$25,000 and a non-profit a maximum grant award up to \$50,000. If the cost of the project exceeds the allotted amount or the total costs increase during the project the applicant is responsible for costs above the original total project amount.

### **Project Period**

All projects must be complete by December 31, 2023, to meet the program requirements. In the event awardees do not demonstrate progress to ensure project completion by the project period deadline, the ARPA Consultant, on the advice of the Town will cancel the grant contract and pursue any ARPA funding provided for the project to that point.

### **Release of Grant Funding**

The Town will award grant funds that have been approved by the Town's Board of Selectmen. The amount will be released in a timely manner upon receipt of the applicant's attestation agreement.

### **Additional Grant Requirements**

Requirements include and are not limited to the following:

- All businesses must be identified to ensure they are a business located in Colchester
- All businesses must provide an EIN number or evidence of incorporation
- All businesses must be in good standing with the Town of Colchester
- All businesses must show UHY alone that they have been negatively impacted by COVID between the following dates of March 3, 2021, and April 1, 2022. This economic recovery grant does not apply to the pandemic period prior to March 3, 2021, per regulations of the US Treasury and losses prior to March 3, 2021 cannot be considered in this application. Self-certification is an acceptable form of demonstrating negative impact.
- Non-profits must demonstrate proof of their 501 (c) (3) status by supplying the organization's CT-990 form or IRS Tax Exempt Status Determination Letter.



## **Attestation Agreement**

Applicants receiving funds must sign an attestation agreement with the following terms and conditions:

- Any funds received from the Town of Colchester will be used for the purpose as requested in your ARPA application (as approved by the Board of Selectmen) or on other capital business expenses or employee expenses for the business that is requesting ARPA funding.
- 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.
- 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.
- The applicant must be willing to provide documentation of loss upon request by the Town.
- 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.
- The Town of Colchester expects that the funds received are spent no later than December 31, 2023. An appeal or extension to this date may be made to the Board of Selectmen.

## **Applicant Eligibility**

Businesses and non-profit organizations with operations in Colchester, registered by the State of Connecticut to conduct business prior to March 3<sup>rd</sup>, 2021, and in good standing with the Town of Colchester.

Applicants must explain that their organization has been negatively impacted by the COVID pandemic. This explanation can take on many forms, such as but not limited to:

- Income loss during the pandemic
- Reduction in employees during the pandemic
- Reduction in service hours or number of customers served
- Increased demand for services without a similar increase in the ability to provide services

Applicants may be the owner of real property or the lessee. Lessees must provide a copy of their lease and demonstrate project approval by the building owner/landlord. Also, lessees must demonstrate that projects for which funding is sought are the sole financial responsibility of the tenant and not work funded by the property owner.

## **Approval Process**

All applications for funding will be completed by the business/non-profit organization with assistance from the Town's ARPA Consultant and the Town's ARPA Ad-Hoc Committee. Grant awards are to be formally approved by the Town's Board of Selectmen. The deadline for all applications is April 30<sup>th</sup>, 2022.

May xx, 2022

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 purpose as requested in your ARPA application (as approved by the Board of Selectmen) or on other capital business expenses or employee expenses for the business that is requesting ARPA funding.
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.
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. The applicant must be willing to provide documentation of loss upon request by the Town.
5. 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.
6. The Town of Colchester expects that the funds received are spent no later than December 31, 2023. An appeal or extension to this date may be made to the Board of Selectmen.

Signed,

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Town of Colchester

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Date

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Recipient Signature

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Date

PROPOSED APPROACH TO NOT EXCEED \$1M BUSINESS ARPA GRANT CAP  
.....  
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. Examples:
  - 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 reduced amount of \$13,500
  - A business asking for \$12,542 would have 46% reduction to \$6,772. That reduction takes them below \$10,000, so they would receive the floor amount of \$10,000
- The remaining ~\$17K could be disbursed evenly amongst all reduced applications (75 business would get an extra ~\$207) to reach \$1M

**Current *eligible* applications counts**

- 75 businesses requesting > \$10,000
- 7 businesses requesting ≤ \$10,000

**Numbers may change, but the logic would remain the same**

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



PROPOSED APPROACH TO NOT EXCEED \$250K NON-PROFIT ARPA CAP  
.....  
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 \$10,000**. Examples:
- The remaining ~\$695 could be disbursed evenly amongst all reduced applications (9 Non-profits would get an extra ~\$77) to reach \$250K

**Current applications counts**

- 9 non-profits requesting > \$10,000
- 1 non-profits requesting ≤ \$10,000

**Numbers may change, but the logic would remain the same**