

American Rescue Plan Act Ad-Hoc Committee
March 14, 2022 – Regular Meeting
via Zoom

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

OTHERS PRESENT: First Selectman Andreas Bisbikos, Board of Selectmen Liaison Rosemary Coyle, Consultant Stacy Farber from UHY Certified Public Accountants, Paul Tyler.

1. CALL TO ORDER

Dave Koji called this Regular Meeting to order at 5:01pm.

2. ADDITIONS/DELETIONS TO THE AGENDA

No changes to the agenda were requested.

3. CITIZENS' COMMENTS

No comments were received.

4. REVIEW AND APPROVAL OF PREVIOUS MINUTES OF FEBRUARY 28, 2022

Motion by: S. Soby

to approve the meeting minutes of February 28, 2022, as read.

Second by: M. Mlodzinski.

Vote: Unanimous to approve.

5. ARPA COMMITTEE FINAL RECOMMENDATION VOTE FOR APPLICABLE BUSINESS APPLICATIONS. AFTER FINAL RECOMMENDATIONS, APPLICATIONS TO BE PASSED TO BOS FOR FINAL FUNDING DECISION.

Chair Koji presented the business applications previously reviewed by this committee and recently reviewed by Consultant Stacy Farber for compliance to the ARPA guidelines.

A roll call vote was called for each business application to be forwarded to the Board of Selectmen for final approval. Each application has a cap of \$25,000.

Applications moving forward to the BOS are:

Kidsignments (four applications), Oz & Bones, Inishmor Pub, Mel's (three applications), Nutrigoals, Savitsky Farms (two applications), Westchester Eye (maximum allowed), Elite Automotive Detailing.

There was no motion for the above votes, it is part of the application process and recorded on the application.

J. Faski rescued himself from voting on the Kidsignments and Nutrigoals applications.

Paul Tyler of Best Shot 360 filed an application, however, this is a proposal for a start up business. Chair Koji led a discussion of why members felt this application did not meet the ARPA requirements as it was not a business affected by Covid-19.

Motion by: J. Faski

to revisit the application for Best Shot 360.

Second by: G. Barden.

Vote: In favor: G. Barden, M. Mlodzinski,
Opposed: S. Soby, C. Maynard, J. Faski, D. Koji. Motion failed.

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COLCHESTER, CT
2022 MAR 16 PM 12:47
Stacy Farber
CLERK

While the application did not seem to meet the requirements and members voted no on this application and voted no to reassess, this committee will forward it to the BOS for a decision.

6. ARPA MOTIONS FOR BUSINESS APPLICATIONS PASSED AT BOS

- R. COYLE MOTIONED TO REVIEW AND APPROVE BUSINESS APPLICATIONS UP TO \$25,000 FOR ONE LOCATION OWNER WITH A DEADLINE OF APRIL 30TH. AFTER APRIL 30TH, ANY ADDITIONAL APPLICATIONS FOR THAT LOCATION AND OWNER WOULD BE CONSIDERED FOR ANYTHING ABOVE AND BEYOND TO \$25,000 PER LOCATION REGARDLESS OF THE NUMBER OF THAT LOCATION (PROPERTY HOLDING COMPANY, BUSINESS, OR SEPARATE TAX ID). SECONDED BY D. BATES. MOTION CARRIED 5 -0.
- R. COYLE MOTIONED THAT AFTER AN APPLICATION HAS BEEN APPROVED BY THE BOARD OF SELECTMEN, THE APPROVED APPLICANT MUST SIGN A CERTIFICATION STATEMENT BEFORE FUNDS ARE DISBURSED. THIS CERTIFICATION STATEMENT IS AN ACKNOWLEDGEMENT THAT THE APPLICANT WILL USE THE FUNDS FOR THE STATED ARPA REQUEST, OR IF NEEDS CHANGE, FOR BUSINESS EXPENSES THAT ENSURES THE LONGEVITY OF THEIR BUSINESS. SECONDED BY D. TURNER. MOTION CARRIED 5 – 0.

The above motions were made at the Board of Selectmen's meeting.

- DISCUSS FIRST SELECTMAN/UHY DISCUSSION ON REQUESTING RECEIPTS AND AMENDMENTS FROM BUSINESSES (IF FUNDS ARE NOT USED FOR THE ORIGINAL APPROVED ARPA APPLICATION).

This discussion led to a review of a certificate to be signed by the applicant that needs further review. S. Farber will draft a document for member review.

J. Faski left the meeting during this discussion.

7. DISCUSS APRA OUTLOOK

- BUSINESS CURRENT REQUESTED \$ AMOUNT: \$812K
 - CAP: \$1M
 - APRIL 30TH DEADLINE
- NON-PROFIT – CURRENT REQUESTED \$ AMOUNT: \$309K
 - NORTON PARK IS NOT A NON-PROFIT, UNDER MUNICIPAL
- MUNICIPAL (TOWN) – CURRENT REQUESTED \$ AMOUNT: \$5M+
 - ANDREAS WORKING WITH TOWN DEPARTMENTS

First Selectman Bibiskos is reviewing town applications for alternate funding possibilities. Discussion followed and a cap will be determined for non-profits at the next meeting.

7. BRIEFLY TOUCH UPON THE END-TO-END PROCESS AND TIMELINE TO BE GOOD STEWARDS OF ARPA:

1. UHY REVIEW PROCESS/TIMELINE

2. APRA REVIEW PROCESS/TIMELINE – ASSESS APPS INDIVIDUALLY USING ASSESSMENT FORMS, FINAL TEAM VOTE, AND THEN SEND TO BOS
3. NEED TO CONFIRM: BOS REVIEW PROCESS AND SENDS APPROVALS TO FINANCE
4. NEED TO CONFIRM: FINANCE SENDS CHECK
5. NEED TO CONFIRM: UHY TRACKS STATUS OF ALL APPLICATIONS, MONEY GOING OUT, AND FOLLOW UPS (AS APPLICABLE)

WHAT NEEDS TO BE SOLVED FOR:

- CREATION OF ATTESTATION AGREEMENT FOR BUSINESS SIGNATURE
- TIMING OF WHEN MONEY IS DISBURSED AFTER BOS APPROVAL
- WHO IS RESPONSIBLE FOR OBTAINING AND STORING BUSINESS OWNER SIGNATURES ON THE ATTESTATION AGREEMENT?
- FOR BUSINESS APPLICATIONS, ARE WE ADDING RECEIPT TRACKING AND APRA AMENDMENTS?

These items were discussed and at this time no firm decisions were made. S. Farber will prepare a draft of the certificate/attestation agreement for members to review for approval. This agreement will address guidelines, accountability, receipts, unused monies, documentation, etc. – all of the items brought up in the discussion. A basic outline will be that the ARPA committee reviews applications, UHY reviews, BOS decides, Finance writes the check, UHY tracks the work and does the follow up.

8. DISCUSS NEXT STEPS

Discussed above.

9. CITIZENS' COMMENTS

No comments were received.

10. ADJOURNMENT

Chair Koji adjourned this meeting at 6:25 pm.

Respectfully submitted,

Mary Jane Slade
Clerk