

**American Rescue Plan Act Special Committee
Regular Meeting Minutes**

DATE & TIME: September 27, 2023 – 5:00 AM
LOCATION: KL Binder Library, 6th Floor, County Office Building, Kingston
PRESIDING OFFICER: Peter Criswell
LEGISLATIVE STAFF: Amber Feaster
PRESENT: Legislators Corcoran, and Levine
ABSENT: Legislators Lopez, and Sperry
QUORUM PRESENT: Yes
OTHER ATTENDEES: Director of ARP Administration Nate Litwin; ARP Administration Molly Scott, and Ashlee Long; Massimo Cordella, Deputy Commissioner of Finance; Laura Nordstom, Director of Research and Operations; Kevin Quilty, Community Foundation of the Hudson Valley; Michael D’Arcy, RUPCO; Kristen Wilson, Deputy Director of Planning; Dennis Doyle, Director of Planning

Peter Criswell called the meeting to order at 5:08 PM

Motion No. 1: **Moved to Approve Minutes of the August 30, 2023 Meeting**

Motion By: Legislator Corcoran
Motion Seconded By: Legislator Levine

Discussion: None

Voting In Favor: Legislators Criswell, Corcoran, and Levine
Voting Against: None
Votes in Favor: 3
Votes Against: 0
Disposition: **Minutes Approved**

ARPA Administration Project Reporting

Director of ARP Administration Nate Litwin introduced attendees who were present to aid in the presentation of project updates. William D’Arcy presented on the Green Home Retrofit and Workforce Development Project, explaining his credentials, what it’s like to work with the homeowners, and where the project is currently in process. Kristen Wilson introduced herself and provided an overview of the Brownfields Project. Director of Planning Dennis Doyle supplemented the discussion on Brownfields, including the details of how Brownfields are identified, what the process for remediation is, and what limitations the County has. Deputy Director Wilson continued in discussing the Food Security and Access Project, including the work that Family of Woodstock has completed on the Project and what work is forthcoming, introducing Mr. Kevin Quilty from Community Foundations of the Hudson Valley. Mr. Quilty detailed the Organization’s plan and qualifications for the continuation and completion of the Food Security and Access Project. Discussion pursued on the Agricultural Crisis Relief Project and its potential interaction with the Food Security and Access Project.

Director Litwin provided Committee members with an update on the Division’s ARPA Project Tracker, including the status of the Crisis Stabilization Center Project, the Respite Houses Project, the Eviction

Services Contract, the Mental Health in Schools Project, and the Non-Profit Recovery and Resilience Project. Further discussion pursued on the terminology utilized within the tracker, the ability of Opioid Settlement Funds to supplement the Respite House Project, and on completed Projects.

ARPA Financial Tracker

Chair Criswell noted that there are no major updates to report on but that encumbrances for completed contracts will hopefully take place soon and will be displayed accordingly on the tracker once complete. Chair Criswell also noted that journal entries for revenue also need to be recorded. Deputy Clerk of the Legislature – Finance Amber Feaster explained where manual journal entries are necessary in the County’s financial system. The Committee discussed an appropriate timeline for such actions to take place.

Resolutions for the October 17 Session of the Legislature:

Resolution No. 556: Authorizing The Chair Of The Ulster County Legislature To Execute An Intermunicipal Agreement With The Town Of Olive, As An ARPA-SLFRF Subrecipient, To Partially Fund The Construction Of New Fencing At Davis Park (46 Watson Hollow Road) – Department Of Finance, Division Of Recovery And Resilience

Resolution Summary: This resolution authorizes the Chair of the Legislature to execute an Inter Municipal Agreement with the Tow of Olive to partially fund the fencing replacement at Davis Park in the amount of \$17,250.00 with the use of ARPA funds.

Motion No. 2: **Resolution No. 556 Moved for Discussion**
Motion By: Legislator Levine
Motion Seconded By: Legislator Corcoran

Discussion: None.

Chair Criswell asked if there was any other discussion and hearing none called for a vote in favor of the Resolution.

Voting In Favor: Legislators Criswell, Corcoran, and Levine
Voting Against: None
Votes in Favor: 3
Votes Against: 0
Disposition: **Resolution Approved**

Resolution No. 557: Authorizing The Chair Of The Ulster County Legislature To Execute An Intermunicipal Agreement With The Town Of Rochester, As An ARPA-SLFRF Subrecipient, To Fund The Construction Of Public Restrooms And Providing A New Roof To The Existing Park Pavilion At The Town Of Rochester Town Park (50 Scenic Road) – Department Of Finance, Division Of Recovery And Resilience

Resolution Summary: This resolution authorizes the Chair of the Legislature to execute an Inter Municipal Agreement with the Town of Rochester to partially fund construction of public restrooms at the Town Park and provide a new roof to the existing park pavilion in the amount of \$100,000.00 with the use of ARPA funds.

Motion No. 3: Resolution No. 557 Moved for Discussion

Motion By: Legislator Corcoran

Motion Seconded By: Legislator Levine

Discussion: None.

Chair Criswell asked if there was any other discussion and hearing none called for a vote in favor of the Resolution.

Voting In Favor: Legislators Criswell, Corcoran, and Levine

Voting Against: None

Votes in Favor: 3

Votes Against: 0

Disposition: Resolution Approved

Resolution No. 558: Approving The Execution Of A Contract For \$275,000.00 Entered Into By The County – Community Foundations Of The Hudson Valley – Department Of Finance

Resolution Summary: This resolution approves the execution of a contract with Community Foundations of the Hudson Valley from September 1, 2023 through June 1, 2025 in the amount of \$275,000.00 of ARPA funds for the development and delivery of a grant program to benefit Ulster County’s emergency food providers and those they serve, which shall be titled “The Ulster County Food Security Grant”.

Motion No. 4: Resolution No. 558 Moved for Discussion

Motion By: Legislator Corcoran

Motion Seconded By: Legislator Levine

Discussion: None.

Chair Criswell asked if there was any other discussion and hearing none called for a vote in favor of the Resolution.

Voting In Favor: Legislators Criswell, Corcoran, and Levine

Voting Against: None

Votes in Favor: 3

Votes Against: 0

Disposition: Resolution Approved

Resolution No. 559: Funding American Rescue Plan Small Business And Economic Recovery For Low And Moderate Income (LMI) Businesses – Department Of Finance

Resolution Summary: This resolution increases funding for the American Rescue Plan Small Business and Economic Recovery Program in order to fund Low and Moderate Income Businesses which did not receive funding due to an error in the program’s initial delivery and execution.

Motion No. 5: Resolution No. 559 Moved to Postpone

Motion By: Legislator Corcoran

Motion Seconded By: Legislator Levine

Discussion: Legislator Maloney requested the Resolution be postponed for a month.

Chair Criswell asked if there was any other discussion and hearing none called for a vote in favor of the Resolution.

Voting In Favor: Legislators Criswell, Corcoran, and Levine
Voting Against: None
Votes in Favor: 3
Votes Against: 0
Disposition: **Resolution Postponed**

Resolution No. 560: Recording ARPA Revenue Loss – Department Of Finance, Division Of Recovery And Resilience

Resolution Summary: This resolution utilizes the remaining outstanding ARPA funds that are currently unassigned and unobligated to cover unearned revenues considered to be lost by the COVID-19 pandemic in the amount of \$668,449.00.

Motion No. 6: **Resolution No. 560 Moved for Discussion**
Motion By: Legislator Levine
Motion Seconded By: Legislator Corcoran

Discussion: Legislator Maloney explained the Resolution, the U.S. Treasury Department’s Revenue Loss provision, the value of Ulster County’s Revenue Loss reported to Treasury, and the accounting entry that would be made if the Resolution were adopted. Chair Criswell expressed concern that the Committee has a number of projects currently in discussion and this movement would increase the difficulty of making those projects come to fruition. Discussion pursued on the technical aspects of the Resolution pertaining to the value of funds remaining on the Jail Demolition project. Legislator Maloney emphasized that the entry would ensure no ARPA funds are lost due to missing deadlines or due to the adoption of a claw back provision.

Motion No. 7: **Resolution No. 560 Moved to Postpone**
Motion By: Legislator Levine
Motion Seconded By: Legislator Corcoran

Voting In Favor: Legislators Criswell, Corcoran, and Levine
Voting Against: None
Votes in Favor: 3
Votes Against: 0
Disposition: **Resolution Postponed**

New Business

Chair Criswell provided a brief overview of some previously discussed projects including commissary / community kitchens, workforce development, sidewalks, and broadband. Director Doyle expanded on the County’s work thus far and its plan for Broadband.

Unfinished Business

Village of Saugerties – Wastewater Treatment Plant – Letter Dated: April 6, 2023

Legislator Levine informed the Committee he will be meeting with the Village to discuss this matter.

Chair Criswell asked if there was further discussion, old or new business, and hearing none;

Adjournment

Motion Made By: Legislator Corcoran

Motion Seconded By: Legislator Levine

No. of Votes in Favor: 3

No. of Votes Against: 0

TIME: 6:34 PM

Respectfully submitted: Deputy Clerk – Finance Feaster

Minutes Approved: October 25, 2023