

ARPA Grant Fund Allocation Committee

Meeting Minutes: 01/10/2022

A meeting for the ARPA Grant Funding Allocation Committee was held on January 10th, 2022 in the Irene Martel Meeting Room at the Town Hall.

Present from the Committee: Ann Morgan, Carol Cyr, Carole Marchand and Marc Becker. Greg Balukonis was absent. Carole Marchand called the meeting to order at 2:04 PM

1. Action Items

A motion was made by Carol Cyr and seconded by Ann Morgan to approve the minutes from 12/29/2021. The vote was unanimous to approve the minutes. 4-0-1

A motion was made by Carole Marchand and seconded by Ann Morgan to approve the minutes from 01/03/2022. The vote was unanimous to approve the minutes 4-0-1

2. Review grant award paperwork to me mailed

There was no paperwork prepared for review.

3. Applications

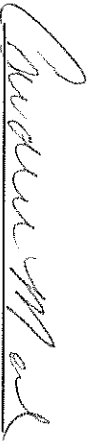
Thai Lemongrass

Carole Marchand stated that after talking to Daphne that they decided to withdraw this application and submit a new one for past bills.


Mama's Kitchen

Mama's Kitchen application was reviewed. They are in good standing and included all the paperwork. Carol Cyr made a motion to approve the grant in full. Marc Becker seconded. The vote was unanimous to approve the grant application. 4-0-1

At 2:25 A motion was made by Ann Morgan and seconded by Carole Marchand to adjourn. The vote was unanimous to adjourn 4-0-1



Carole Marchand, Recording Secretary



Date

Exhibits

Mama's Kitchen Application



RECEIVED

JAN - 5 2007

Town of Webster
Planning Department

Town of Webster ARPA Grant Application

Please complete all sections of this Application including required signatures and requested documentation based on the type of project. Incomplete applications will result in delays.

I. PROJECT TYPE

Please indicate the type of eligible project. If you plan to apply for multiple projects, each project will require a separate application. Please check one:

- New Project / Future Expenses
- Completed Project / Past Expenses

II. GENERAL APPLICANT INFORMATION (To be completed by ALL Applicants)

Business Name ST 6166 Enterprises LLC D.B.A Mamma's Kitchen

Business Address 595 S. Main St Webster, MA

Applicant - Name Tulcia Bayler

Applicant - Home Address 2 Whitcomb St #3 Webster, MA

Applicant - Daytime Phone Number 508-335-2979 Applicant - Email Address Mamma's Kitchen 595@gmail.com

Required - Applicant is (Check)

- Property Owner
- Business Owner / Commercial Tenant
- Non-Profit Organization

Required - Federal Tax ID (FEIN)# or AG # 82-3765756

III. GENERAL PROPERTY INFORMATION (To be completed by ALL Applicants)

Property Street Address 595 S. Main St Webster, MA

Property Owner (Name of Individual/Corporation/Trust that owns the property) ST 6166 Realty LLC

Property Owner Mailing Address _____

Property Owner Phone Number 508-335-2979

IV. BUSINESS/ORGANIZATION INFORMATION

Business/organization has operated at current location for how long? 14 years
Provide a brief description of business:

Mamas Kafeena is a family operated
Restaurant serving the community home cooked
meals from breakfast to dinner

Has your business/organization been negatively impacted economically by the COVID-19 public health emergency? Please provide a brief explanation of how your business has been impacted.

The business was negatively impacted due to loss
of customers due to quit restrictions and mandate
as well as goods/services prices rising.

V. SCOPE OF SERVICES / TIMELINE

Please include a brief description of the project that will be completed with the grant funds. If the project includes capital improvements, please specify the exact work items to be included in the project.

It will help us pay debts owed due to cost. Such as
Utilities, mortgage

Please provide a brief timeline of the proposed project.

How the project will improve the economic climate in the Town of Webster?

it will improve the economic climate by helping us stay in
business and help us employ and serve the community

VI. FUNDING REQUEST

Your request should be based on actual, expected expenses. You are required to provide documentation for three (3) quotes. If you are requesting funding for payments in arrears, copies of past due invoices, along with completed worksheet (page 8) are required.

What is the total cost of the project to be completed? _____

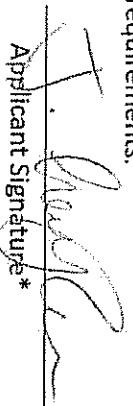
How much are you requesting from ARRA Grant Funds (\$25,000 maximum*)? \$25,000

VII. REQUIRED SIGNATURES

I certify that all information provided in this application true and accurate to the best of my knowledge and that, if approved, I will complete the project/use as approved by the Town of Webster and the ARRA Grant Program Allocation Committee.

I have read the program information and understand my obligations to the program as outlined.

Upon notification that my project has been accepted, I will sign a preliminary agreement authorizing the Town of Webster to encumber funds for my project and stipulating that I will abide by all program requirements.


Applicant Signature*

Dec 2021
Date

* If the Applicant is not the Owner of the property in which the business is located, a signed letter by the Property Owner must be submitted with this application.


Town of Webster Treasurer / Collector

1-5-22
Date

PAST EXPENSES - GRANT FUNDS REQUESTED

ARRPA funds can be used for working capital (rent/mortgage, insurance, utilities, technical assistance, etc. to stabilize the business) or for personal protection modifications or equipment due to COVID-19. Past due invoices for products or services received AFTER March 3, 2021 may be eligible.

(Note: you will be asked to document these items)

Describe uses of requested funds:

Rent/Mortgage Monthly: \$ 1,046.23 x # Months: 9 = Total: \$ 9,416
Utilities (Average Monthly): \$ 3,212.26 x # Months: 9 = Total: \$ 28,910.34
Insurance (Monthly): \$ _____ x # Months: _____ = Total: \$ _____

Submit with your application copies of the invoices you wish to use grant funds to pay. For rent or mortgage payments, submit either a copy of your most recent mortgage statement showing the arrearage, or past-due notices or letter from the owner of the property you rent showing the amount provide Invoices.

FUTURE EXPENSES - GRANT FUNDS REQUESTED

ARRPA funds can be used for working capital (rent/mortgage, insurance, utilities, technical assistance, etc. to stabilize the business) or for personal protection modifications or equipment due to COVID-19. Future expenses AFTER March 3, 2021 and through December 31, 2024 may be eligible.

(Note: you will be asked to document these items)

Describe uses of requested funds:

Rent/Mortgage Monthly: \$ _____ x # Months: _____ = Total: \$ _____
Utilities (Average Monthly): \$ _____ x # Months: _____ = Total: \$ _____
Insurance (Monthly): \$ _____ x # Months: _____ = Total: \$ _____