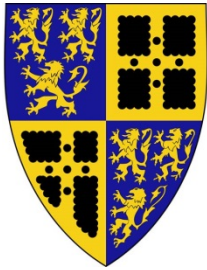


TOWN OF OLD SAYBROOK
SELECTMEN'S OFFICE



302 Main Street • Old Saybrook, Connecticut 06475-2384
Telephone (860) 395-3123 • Fax (860) 395-3125

To: Board of Finance Members
From: Carl P. Fortuna, Jr., First Selectman
Re: USDA Rural Business Development Reimbursable Grant.
Date: July 27, 2021

The purpose of this memorandum is to request that the Board of Finance approve a reimbursable grant in the amount of \$25,000 for the purpose of funding an architectural feasibility study of the Acton Public Library, which will be reimbursed in full upon completion of the project. Further, the Town's obligation to this grant is to provide matching funds in the amount of \$17,000 for a total project budget of \$42,000. The Town's portion of the project will be funded with in-kind services. Specifically, a portion of the salaries of the Economic Director and the Library Director.

By way of background, the Town applied for and received a grant in the amount of \$25,000 from the United States Department of Agriculture (USDA) Rural Development for the purpose of increasing rural business development. The funds will be used to hire an architectural firm to conduct an architectural feasibility study that will result in concept plans for redesigning the library space to accommodate makerspace at the Acton Public Library (APL). The Town's match is 40% of the project or \$17,000. The Town will contribute in-kind services provided by the Directors of Economic Development and the Library. Their role in this planning effort will be to create a Scope of Work, an RFP, manage internal controls, track project finances and other project requirements. The project will enable the APL to expand their services by creating a resource that serves residents as well as the development and growth of small businesses.

The APL is creating a strategic plan for the library's future and the addition of a makerspace is one of its considerations. These funds will be useful for assessing the feasibility of this strategic endeavor. Should APL decide to move forward with this initiative, the APL has private trust funds available for construction costs and equipment.

Motion Requested

To approve the Town of Old Saybrook entering into a reimbursable grant with the USDA rural development in the amount of \$25,000 which will be reimbursed upon the completion of the project. The Town will fund its portion of the 40% match or \$17,000 through the use of in-kind services. Further to move this appropriation to Town meeting.