

**SHELTON ECONOMIC DEVELOPMENT CORPORATION
EXECUTIVE BOARD**

**REGULAR MEETING MINUTES
Tuesday, May 11, 2021**

SEDC Office
25 Brook Street
Shelton, CT 06484

The following members of the Executive Board were present:

Robert Caponi	Patrick Carey	Martin Coughlin
Virginia Harger (Zoom)	Michelle Kawalautzki	Eileen Lopez-Cordone (Zoom)
Ruth Parkins (Zoom)	William Partington	Fred Ruggio
Janice Sheehy (Zoom)		

Also Present: Paul Grimmer, SEDC President & Aleta Miner, Assistant

The meeting was called at 8:03 AM with a quorum.

ACTION ITEMS

APPROVAL OF MINUTES

A review of the minutes was conducted.

Motion to approve March 9, 2021 monthly meeting minutes was presented; No Discussion. Approved as submitted. (MC/RC)

FINANCIAL REPORT

The Financial Report for the period ending April 30, 2021. Financial activities were discussed, including;

1. An Accounting of the SEDC's various financial accounts were provided and discussed.
 - a. Cash Assets \$119,368.53
 - b. Receivables \$405,480.01
2. Total Assets of \$528,674.29 is currently available as of April 30, 2021.
3. Income for the month of April was \$34,390.49 vs. Expenses of \$38,675.71.

Motion to accept the Financial Report was presented; No Discussion. Approved as submitted. (FR/MC)

ACTIVE PROJECT / PROGRAM UPDATE

Paul Grimmer – Paul Grimmer presented a program update which included discussions of the Star Pin Environmental Remediation Program, Canal & Wooster Street Reconstruction Engineering, Northern Canal Master Planning and Flag Day Ceremony.

Star Pin (267 Canal Street) – Paul Grimmer reported that the US EPA has completed their efforts at the Star Pin site. Contractor has demobilized. The last issue to be managed at the site is the installation of a Chain Link Fence, which should be completed in the next 10 days.

Paul Grimmer reported that Tighe & Bond have been working to complete their Phase II activities on site. T & B has submitted a proposed amendment to support additional work to be completed on the site as a result of the fire. Paul stated that he has not had an opportunity to review all of the components of the amendment and recommends that a subcommittee of the Executive Board meet with Tighe & Bond to review their recommend course of action. A committee of Martin Coughlin, Robert Caponi, William Partington and Fred Ruggio was set to review the proposal. Paul will schedule a meeting time / date.

US EPA Area Wide Assessment – Paul Grimmer stated that the primary work of the Area Wide Planning Program is centered around 281 Canal Street (ASCOM Hasler). AECOM has completed the Phase I Study and has submitted a Task Order in the amount of \$62,000 to complete the following work; Quality Assurance Project Plan, Phase II Sampling Plan, HMB Assessment, and Project Reporting.

Motion to accept the Proposal for Professional Services in the amount of \$62,000 by and between AECOM and the SEDC and to further authorize Paul Grimmer, President to sign on behalf of the SEDC was presented; No Discussion. Approved as submitted. (FR/VH)

North Canal Master Planning – Paul Grimmer reported that James Tate contacted the office and requested a meeting between the Canal Planning Committee prior to making recommendations to the City and mayor Lauretti. One concern that Jim Tate did express was the potential loss of the Rights of Way needed to continue the Riverwalk down to the end of Canal Street. Mr. Tate specifically referenced 223 Canal Street. The Committee includes; William Partington, Ed McCreery, Marty Coughlin and Jim Geissler. Paul Grimmer stated that he would contact the Mayor's Office and set the meeting.

Canal / Wooster Street Engineering Design – Paul Grimmer stated that Cardinal Engineering submitted their Final Preliminary Plans and that he has sent them to Public Works Director Paul DiMauro for final approval.

Small Cities Grant – Paul Grimmer reported that the SEDC has been tasked by Mayor Lauretti to manage the submission of a 2021 Small Cities Grant. The grant application is due in June 2021 and will support the rehabilitation of the Sinsabaugh Heights Senior housing Complex. The grant if warded will be in the amount of \$330,000 and will provide the SEDC with some needed administrative funding.

Internship – Paul Grimmer stated that he would like to bring on Morgan Darby as an intern for the summer. In order to pay for the internship a grant application in the amount of \$5,000 has been made to the Valley Community Foundation. Paul Grimmer stated that he would like Ms. Darby's support on the creation of a Brownfields Database, Grant Writing and a host of other activities as they come up throughout the summer. Paul proposes a 12-week internship starting in June.

ADJOURNMENT - The meeting adjourned at 9:20 am. (MC/RC)