

**SHELTON ECONOMIC DEVELOPMENT CORPORATION  
EXECUTIVE BOARD**

**REGULAR MEETING MINUTES  
Tuesday, June 8, 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)	Eileen Lopez-Cordone (Zoom)	Ruth Parkins
William Partington	Fred Ruggio	Janice Sheehy (Zoom)

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

The meeting was called at 8:01 AM with a quorum.

**ACTION ITEMS**

**APPROVAL OF MINUTES**

A review of the minutes was conducted.

***Motion to approve May 11, 2021 monthly meeting minutes was presented; No Discussion. Approved as submitted. (MC/RC)***

**FINANCIAL REPORT**

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

1. An Accounting of the SEDC's various financial accounts were provided and discussed.
  - a. Cash Assets                   \$177,024.93
  - b. Receivables                   \$347,812.75
2. Total Assets of \$524,837.68 is currently available as of May 30, 2021.
3. Income for the month of May was \$26,440.61 vs. Expenses of \$22,816.01.

***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 Brownfields Database / Internship, Star Pin Environmental Remediation Program, Canal & Wooster Street Reconstruction Engineering, Northern Canal Master Planning, Small Cities Grant and Flag Day Ceremony.

**SEDC Internship Program** - Paul Grimmer introduced Morgan Darby to the SEDC's Executive Committee and provided a brief description of the types of tasks Morgan will be asked to perform. The primary effort would be the development of the Brownfields Database.

**Brownfields Database** – Paul Grimmer reported on the plan to create a brownfields database designed to provide a detail accounting of all activities undertaken as part of the City's Brownfields Redevelopment Program. The database will include all 27 properties located along Canal Street from the Slab to Ascom Hasler. The database will incorporate parcel specific information, such as Address, Parcel Size, Assessed values, tax generation, current and historic uses, as well as a complete listing of all environmental reports, applications, property filings, etc.. Once completed the database will be made available to the public.

Paul stated that he reviewed the concept of the brownfields database with representatives of the CT DEEP and US EPA. Both agencies viewed this as a very valuable tool. Neither agency could identify another similar tool available within the region.

**Star Pin (267 Canal Street)** – Paul Grimmer reported that Mayor Lauretti approved and signed Tighe & Bond Amendment for the completion 1) Supplemental Soil and Groundwater Investigation, 2) Sediment Sampling, 3) UST Closure Sampling, 4) Concrete Sampling, Regulatory Support and Project support. The amendment of \$64,500 was also reviewed and approved by CT DECD.

Tighe & Bond expects to be completed with this effort by July 31<sup>st</sup>.

**US EPA Area Wide Assessment** – Paul Grimmer stated that AECOM has been notified that their proposal for the following work; Quality Assurance Project Plan, Phase II Sampling Plan, HMB Assessment, and Project Reporting has been approved. Neil Thurber indicated that they have already begun working on the Quality Assurance Project Plan and expect that to be forwarded to the US EPA by the end of July. Further, the firm was on site the past week and began to identify existing groundwater monitoring wells and locations to install others.

Paul Grimmer stated there was no further activity at the Autoswage Property. However, the owners did file bankruptcy which allowed the City to file a Foreclosure Notice with the CT Superior Courts. The City's Corporation Counsel Francis Teodosio stated that he would keep us in the loop.

**North Canal Master Planning** – Paul Grimmer reported that the Canal Master Plan committee which included William Partington, Martin Coughlin, Ed McCreery, and Jim Geissler met with Mayor Lauretti on May 19<sup>th</sup>. Landscape Architect James Tate was also present. The meeting focused on several topics including

- Conceptual Plan, PE permits, Funding sources
- Land Acquisitions / ROW
- Riverwalk Routing, Riverfront Remediation
- Auto Parking – Walk – Bike
- Canal Use – Small Boat

- River Overlook
- River Access – Fishing / Canoe / Kayak
- Historical Interpretive Signage
- ADA Accessibility
- Small Craft Launch – River Access
- Picnic – Shelter Pavilion
- Security Safety Railings / Protective Barriers
- Canal Artifact Preservation– Heavy Timber Construction/ Ironwork / Stone Work
- Bridge Access to Remain – Modify
- Small Event Space
- Riverwalk Loop Connection

Mayor Laretti authorized SEDC to seek Engineering Services. Mayor cautioned, not to get sucked into unnecessary engineering work.

**Canal / Wooster Street Engineering Design** – Paul Grimmer stated that Cardinal Engineering has been authorized to proceed with the final design of Canal 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 working on the submission of a Small Cities Grant at the request of Mayor Laretti. The proposed program would support the installation of 27 HVAC Units, 88 Storm and Screen Doors, along with the installation of a new Fire Alarm System at the Sinsabaugh Heights Senior Living Facility. The total grant is \$410,000. The SEDC would be eligible to receive administrative funds to support the management of the grant.

**ADJOURNMENT** - The meeting adjourned at 9:01 am. (MC/RC)