

QUARTERLY MEETING

SEDC Offices, 25 Brook Street, Suite 203
Shelton, Connecticut

Tuesday, July 11, 2023
8:30 AM

The following directors were present:

Bob Caponi	Alberto Martins	Charlie Wilson
Martin Coughlin	Bing Carbone	Laura Krauss
Tom Harbinson	Michelle Kawalautzki	Alan Tyma
Bill Partington	Dave Grant	Virginia Harger
Fred Ruggio	Madelyn Cerritelli	Don Stanziale
Charlie Wilson	Tom Burden	Gary Lane

Also attending: Paul Grimmer, President (SEDC office); Aleta Miner, (SEDC office); Derrick Champagne

GREETING – William Partington, Chairman

Mr. Partington called the Quarterly Meeting of the Shelton Economic Development Corporation to order at 8:30 AM with a quorum present and welcomed everyone. Mr. Partington asked for a motion to approve the Quarterly Meeting minutes dated April 11, 2023.

APPROVAL OF MINUTES (4/11/23) -

A motion was made by Tom Harbinson and seconded by Charlie Wilson to approve the minutes of the Quarterly Meeting dated 4/11/23. All in favor. Motion carried.

FINANCIAL REPORT – Alberto Martins

Mr. Martins provided an overview of the financial status of the corporation. The most current financials month-end June 30, 2023 were provided for review. Mr. Martins stated the financials year to date are tracking well

PROGRAM REPORT – Paul Grimmer, President

Mr. Grimmer welcomed everyone to this morning's meeting.

Current Activities:

Environmental Assessment/Remediation Activities
STEAP Grant Programs
City of Shelton Grant and Administrative Support
SEDC 40th Year Celebration

267 Canal Street – Star Pin Environmental Remediation

CT DECD - \$950,000 (Assessment/Remediation); U. S. EPA - \$500,000

Engineer/Contractor

*Tighe and Bond

*EnviroConsultants and Recyclers

Project Cost: \$1,156,160

Notice to Proceed: August 1, 2023

Estimated Time to Completion: 90 days

Funds Available – CT DECD - \$690,000 /U. S. EPA \$385,000/City of Shelton \$100,000

Funds \$1,175,000

Next Steps:

- EnviroConsultants and Recycling = \$1,169,160
- Board of Aldermen Meeting – 4/13/23
- Pre-Construction Meeting – 7/7/23
- Aldermanic Approval of Tighe and Bond’s Contract Extension – 7/13/23
- Regulatory program enrollment, Brownfields Remediation and Revitalization Program (BRRP)
- Public Notification of Remediation and Project Permitting – can be done simultaneously with our work
- U. S. EPA contract expires – 9/30
- Remediation Implementation
 - *EnviroConsultants and Recyclers
 - *30 – 45 working days/60 – 90 calendar days
- Start Date – July 19, 2023

Community Wide Planning

Environmental Land Use Restrictions

Veterans Memorial Park and Shelton Farm and Public Markets

Next Steps – Legal in Nature

*Review survey

*Complete a title search

*Determine easements and other interests that exist (Canal/utilities)

*Request agreement to subordination if needed. Otherwise, provide public notification of the pending land use restriction.

*Draft filing with CT DEEP – July 30th

Canal Lock Park – Restoration/Redevelopment

- Address condition and potential improvements.
- Environmental Restoration/awareness – pocket park, walking trails, improvement of water quality.
- Historic Preservation of the Shelton Canal Locks.
- Ad-hoc Committee – William Partington, Marty Coughlin, Ed McCreery, Jim Geissler

STEAP Grant - \$120,000/city match - \$30,000

Next steps:

- BL Companies – Approved Contract - \$124,500
- Waiting on signed contract from CT DEEP

Housatonic Riverwalk Extension – 223 Canal Street

STEAP Grant - \$120,000/city match - \$25,000

Next Steps:

- Priority Landscaping – Contract \$85,000
- Aldermanic Approval Received
- Waiting on contract signatures

Constitution Boulevard - Construction Activities

CT DECD Bond - \$5,000,000/SEDC Admin (18 months) - \$33,000

Next Steps - SEDC providing administrative support; Recordkeeping; Davis Bacon payroll Billing/payment requisitions/Close-out

Construction Period approximately twelve months. A map was shown.

Canal Street Reconstruction/Wooster Street Rail Crossing

CT Community Challenge Grant –

CT DECD - \$1,800,000 – City of Shelton - \$1,800,000

Grant Submitted: May 2023

Grant Notification: July 2023

Three primary goals:

- Canal and Wooster Street – Reconstruction
- Wooster Street Rail Crossing
- Housatonic Riverwalk

Admin/Legal - \$75,000

Engineering - \$350,000

Construction - \$3,165,000

Housatonic Riverwalk Extension – 235- 267 Canal Street

CT Rec Trails Grant - \$113,000/City of Shelton - \$22,600

Funds Available - \$135,600

Next Steps:

Contract Signings (city vs. state)

RFP Engineering Services – Planning; Design/Engineering/Survey/ROW Acquisitions

RFP Process – October to December 2023

Estimate for installation - \$135,000 – Brick Pavers/Lighting/Fencing

Completion – 60 to 90 days

Sinsabaugh Heights Renovation – SEDC Small Cities Administrator

Small Cities Grants CDBG – (Primarily benefit low-to-moderate income populations)

\$1,500,000/city match \$10,000

Next Steps:

- Sinsabaugh Heights (80 units)
- Architectural Firm – AEPMI
- Housing Rehabilitation: windows/doors/PTAC – HVAC systems/new fire and emergency alarm system, new floors, emergency generators, among other activities
- Bidding Estimated – September 2023
- Construction Start – December 2023
- Completion – four months (120 days)

Housing Rehabilitation Program (general population)

Program Income - \$61,050/Loan up to \$25,000

Housing rehabilitation deferred loan program provides funding to repair, improve, or modernize dwellings, and remove health or safety hazards from those dwellings.

*Electrical (GFIs)/Plumbing(toilets); Smoke/Carbon Monoxide Units; Window/Door Replacments; Siding/Roofing; Flooring/Painting

Income Example:

*Family size of two - \$71,500

*Family size of four - \$80,500

One project completed/Two projects underway/Two projects on the waitlist.

Gary Lane suggested reaching out ot United Illuminating regarding their weathertization program whereby they may be able to assist.

Adminstrative Support – Economic Development Commission

*Flag Day – June 2023

*Shelton Biennial Report – deliverable by the end of July

*Shelton Life Newsletter – three issues a year

*Shelton “Taking Care of Business”

Prior to adjourning Paul Grimmer mentioned there will be a celebration in October in honor of the 40th anniversary since the incorporation of the Shelton Economic Development Corporation. Details will be forthcoming.

ADJOURNMENT:

A motion was made by Tom Harbinson and seconded by Fred Ruggio to adjourn at 9:13 AM.

Respectfully submitted,

Aleta Miner for Fred Ruggio