

**SHELTON ECONOMIC DEVELOPMENT CORPORATION
EXECUTIVE BOARD**

**REGULAR MEETING MINUTES
Tuesday, November 9, 2021**

SEDC Office, 25 Brook Street, Shelton, Connecticut

The following members of the Executive Board were present:

Robert Caponi	Patrick Carey	Martin Coughlin
Virginia Harger	Michele Kawalautzki	Ruth Parkins
William Partington	Fred Ruggio	Alberto Martins

Also Present: Paul Grimmer, SEDC President; Aleta Miner

The meeting was called at 8:05 AM with a quorum.

ACTION ITEMS

APPROVAL OF MINUTES

A review of the minutes was conducted.

A motion was made to approve the September 14, 2021 monthly meeting minutes. No further discussion. Approved as submitted. (MC/FR)

FINANCIAL REPORT

The Financial Report for the period ending October 31, 2021 was reviewed. Financial activities and updates were provided including;

1. An accounting of the SEDC's various financial accounts:
 - a. Cash Assets \$ 89,963.24
 - b. Receivables \$319,608.87
2. Total Assets of \$409,572.11 available as of October 31, 2021.
3. Income for the month of April was \$57,750.53 vs. expenses of \$69,233.30.

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

ACTIVE PROJECT / PROGRAM UPDATE

Paul 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, the CT Small Cities grant and the city's Flag Day ceremony.

Star Pin (267 Canal Street) – Paul reported that Tighe & Bond received the A2/T2 Survey from Pereira Engineering. The firm has scheduled a meeting with the preferred developer for Wednesday, Dec. 10th

to review the development plans in preparation for the completion of the Remedial Action plan and the Opinion of Probable Costs for remediation. More will be known after this meeting.

US EPA Community Wide Assessment – Paul Grimmer reported that work continues on the US EPA Community Wide Assessment Program.

ELURs - Paul stated that AECOM has prepared a draft of the ELURs for the Veteran’s Memorial Park and Farmer’s Market sites. Paul has transmitted these documents to Corporation Counsel, Francis Teodosio, to handle the legalities of the ELUR submission. These include the completion of title searches, determining whether easements and other interests may exist (canal water for instance) and request agreement to subordination if needed, otherwise provide notification of the pending land use restriction. Paul will schedule a meeting between Neil Thurber and Atty Teodosio to discuss the paperwork and process.

Ascom Hasler – AECOM received approvals from the US EPA for the sampling plan (QAPP) for the Ascom Hasler Site. AECOM conducted building samplings for asbestos, pcb’s and lead. Soil & groundwater sampling was previously completed. All of these details will be compiled into a Phase II Report which should be delivered in the next 60-90 days.

North Canal Master Planning – Paul reported that the SEDC’s Canal Lock Park Committee interviewed four firms; Kent & Frost Landscape Architects, DeCarlo & Doll, Inc., BL Companies and Tighe & Bond on September 15, 2021. The committee met with Mayor Lauretti to review their views and were prepared to make recommendations. The Mayor has requested an opportunity to meet with a subset of these firms to gather some additional information. Paul Grimmer is attempting to set this meeting date / time.

Members of the Canal Master Plan committee including; William Partington, Martin Coughlin, Ed McCreery, and Jim Geissler.

Small Cities Grant – Paul Grimmer reported that he and Aleta Miner completed the State of CT Department of Housing’s Small Cities Grant Seminars and successfully passed the .

Annual Meeting – Paul Grimmer stated that Brownson Country Club is not available for the Annual Meeting. Thus, he and Aleta Miner will be seeking a new location.

ADJOURNMENT - The meeting adjourned at 9:04 am. (MC/RP)