

**SHELTON ECONOMIC DEVELOPMENT CORPORATION
EXECUTIVE BOARD**

**REGULAR MEETING MINUTES
Tuesday, September August 10, 2021**

SEDC office, 25 Brook Street, Shelton, Connecticut

The following members of the Executive Board were present:

Robert Caponi
William Partington
Alberto Martins

Patrick Carey
Fred Ruggio

Martin Coughlin
Janice Sheehy

Via zoom: Virginia Harger

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 August 10, 2021 monthly meeting minutes. No further discussion. Approved as submitted. (MC/FR)

FINANCIAL REPORT

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

1. An accounting of the SEDC's various financial accounts:
 - a. Cash Assets \$108,999.75
 - b. Receivables \$297,068.70
2. Total Assets of \$406,068.45 available as of August 31, 2021.
3. Income for the month of April was \$18,613.99 vs. expenses of \$25,868.30.

Motion to accept the Financial Report was presented; No Discussion. Approved as submitted. (FR/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 would be meeting with members of the SEDC Executive Committee following this meeting. Paul reported that much of the work has already been completed and that the firm was waiting on the A2/T2 surveys to come back from Pereira Engineering before submitting the final Phase II / III, the Opinion of Probable Costs for remediation. The Remedial Action Plan also needs to be completed, but this will not occur until Tighe & Bond has an opportunity to receive the A2/T2 surveys and meet with the developer to discuss the particulars of the development including, building height, location, and parking, etc.

US EPA Area Wide Assessment – Paul stated that AECOM will submit the ELUR for the Veteran’s Memorial Park site by the end of the month. Once received Paul will transmit these documents to Corporation Counsel, Francis Teodosio, to handle the legalities of the ELUR submission. This will require completing a title search, determine 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.

Axton Cross / Chromium Process - Paul reminded the Committee that the Executive Committee approved Remedial Action Reports for Chromium Process and the Axton Cross sites last month. The contracts were signed and sent to AECOM a couple weeks ago. No further update was provided at this time.

Ascom Hasler – AECOM is waiting on EPA to approve the sampling plan (QAPP), then the sampling process can start. AECOM was able to uncover two of the former wells at the site - so there are three that can be used to evaluate groundwater against former reported conditions. AECOM is still evaluating as to whether they need to install one additional groundwater well. This will be determined over the next couple weeks and will be dependent upon the results of the information received from the other three wells.

North Canal Master Planning – Paul reported that a RFQ for Engineering Services was successful and that RFQ’s were received from the following four firms; Kent & Frost Landscape Architects, DeCarlo & Doll, Inc., BL Companies and Tighe & Bond. These firms will interview with the subcommittee of the SEDC Executive Committee on Wednesday, Sept. 15th. Members of the Canal Master Plan committee including; William Partington, Martin Coughlin, Ed McCreery, and Jim Geissler will meet to review the proposals and recommend to the city an engineer to conduct the work.

25 Brook Street – 5 Year Lease – Paul Grimmer presented a five-year lease of the SEDC’s rental space with Schaible III, LLC. The lease was reviewed by the committee.

A motion was made to accept and approve the five-year lease between the SEDC and Schaible III, Inc. Further, Paul Grimmer was authorized to sign the lease on the SEDC’s behalf. Approved as submitted. (PC/MC)

ADJOURNMENT - The meeting adjourned at 8:55 am. (MC/RC)