

**SHELTON ECONOMIC DEVELOPMENT CORPORATION
EXECUTIVE BOARD**

**REGULAR MEETING MINUTES
Tuesday, February 8, 2022**

SEDC Office, 25 Brook Street, Shelton, Connecticut

The following members of the Executive Board were present:

Robert Caponi	Patrick Carey	Martin Coughlin
Virginia Harger (Zoom)	Michele Kawalautzki	Al Martins (Zoom)
Ruth Parkins (Zoom)	William Partington	Fred Ruggio

Also Present: Paul Grimmer, SEDC President. The meeting was called at 8:03 AM with a quorum.

ACTION ITEMS

APPROVAL OF MINUTES

A review of the minutes was conducted.

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

FINANCIAL REPORT

The Financial Report for the period ending November 30, 2021 was reviewed. Financial activities and updates were provided including;

1. An accounting of the SEDC's various financial accounts:
 - a. Cash Assets \$135,730.47
 - b. Receivables \$209,986.15
2. Total Assets of \$345,716.62 as of January 31, 2022.
3. Income for the month of April was \$34,285.79 vs. expenses of \$40,722.38.

2022 FY BUDGET – Paul Grimmer presented a copy of the City Budget for FY 2022/23. The budget request was \$128,000. This represents an \$8,000 increase over the previous budget. A brief discussion was held.

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

ACTIVE PROJECT / PROGRAM UPDATE

Star Pin (267 Canal Street) – Paul reported that he and representatives from Tighe & Bond met with Mayor Lauretti on January 27th to discuss Tighe & Bonds proposal to undertake the Remedial Planning

and Design Services for the Star Pin Property, 267 Canal Street. The total value of the amendment is \$50,000 and is estimated to be completed within 8 to 12 weeks from the proposal's approval.

The meeting with the Mayor was productive. However, Mayor Lauretti did not commit to authorizing the proposal. He asked Paul Grimmer to schedule another appointment to further discuss project.

Paul reminded the committee that there were two grants at play on this project, State of CT DECD Grant \$950,000 and US EPA Grant of \$500,000. Paul commented that if we cannot show some level of expenditures on these grants, we will likely forfeit the opportunity to apply for others, as a portion of the approval process requires communities to show progress on previously authorized projects.

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

EURs - Paul stated that he and Neil Thurber met with Attorney Teodosio in November to begin the legalities of the EUR process, namely the title searches, documenting easements and preparation of the subordination agreements.

Thus far, we see no indication of progress with Attorney Teodosio. Paul has offered to provide support if needed.

Ascom Hasler – Paul Grimmer stated that the Site Investigation Report for the Ascom Hasler Property has been completed and submitted by AECOM. A series of soil and groundwater samples were taken, as well as the hazardous building material investigation of the building. Overall, the site issues were tame in comparison to others that have been investigated. The soils are similar to what we have found at the Star Pin and Apex Tool. There are a few areas where there are direct exposure concerns, however, as we have found in the past there are methods to alleviate those issues.

A copy of the report has been shared with the US EPA, CT DEEP and the property owner.

North Canal Master Planning – Paul reported that the SEDC's Canal Lock Park Committee met with Mayor Lauretti and the two engineering firms on January 12, 2022 to review their proposal / plans to undertake the engineering for the Project. Both firms did exceptionally well. Mayor Lauretti requested that each firm put together a fee proposal for consideration by the City.

BL Companies submitted their proposal last week. However, Tighe & Bond was reluctant to submit a proposal due to the added time and cost it would take to complete such a proposal. T&B representatives indicated to do it correctly, they would need their subconsultants to travel from Virginia to visit and evaluate the site. The cost is burdensome. Paul Grimmer stated that he spoke to Mayor Lauretti about this issue and the Mayor requested that they be asked again. .

A zoom meeting has been scheduled with Tighe & Bond for Thursday, February 10th.

Small Cities Grant – there is no new news to report. We are waiting on the CT DOH to submit the Assistance Agreement to the City for approval.

ADJOURNMENT – Chairman Partington asked to table the Annual Staff Review till the March meeting and asked for a motion to adjourn. The meeting adjourned at 8:45 am. (MC/RP)