

**SHELTON ECONOMIC DEVELOPMENT CORPORATION  
EXECUTIVE BOARD**

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

**SEDC office, 25 Brook Street, Shelton, Connecticut**

The following members of the Executive Board were present:

Robert Caponi  
William Partington

Patrick Carey  
Fred Ruggio

Martin Coughlin

Via zoom:

Virginia Harger  
Janice Sheehy

Michelle Kawalautzki

Ruth Parkins

Also Present: Paul Grimmer, SEDC President; Aleta Miner, Assistant and Morgan Darby, Intern

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 June 8, 2021 monthly meeting minutes. No further discussion. Approved as submitted. (MC/RC)***

**FINANCIAL REPORT**

1. Paul Grimmer reported that the Financial Report for the month of July 2021 was not prepared. The SEDC's accountant, Ray Opiel, was on vacation.
2. Paul reported that revenue generated from the various City Projects was consistent with the budget. The SEDC did receive a \$17,500 check for the CEDS program. Again, that was anticipated.
3. Paul reported that the following grants were received, Katharine Matthies (\$7,500), Webster Bank (\$5,000). Newtown Savings Bank was pending (\$1,000).
4. Paul Grimmer reported that expenses were inline with the budget. An expense of \$18,571 for US CARES Grant activities was recorded, however this was anticipated.
5. For the month of July, expenses exceeded revenue be \$28,540.93.

**ACTIVE PROJECT / PROGRAM UPDATE**

**Paul Grimmer** – 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, Small Cities Grant and Flag Day ceremony.

**Star Pin (267 Canal Street)** – Paul presented a written report detailing Tighe & Bond’s environmental investigation of the site. The report indicates that the site is covered with approximately 20’ of Anthropogenic fill - “Historic Fill”. Historic fill is used to fill or elevate sites and can be of multiple types of material. There are concentrations of ETPH, PAH’s and metals that sporadically exceed CT DEEP RSR’s. Additional reports indicate that trace amounts (<1%) Asbestos Containing Materials (ACM) continue to be found on the soil surface. PCB’s have not been detected.

Groundwater does not appear to be significantly impacted at the site. Metals, similar to the metals found in the soil, have been identified in the down gradient wells along the east side of the property.

A host of remediation planning issues have been identified on pages two and three of the report. For instance, concrete is impacted in various areas. Technically impacted concrete may stay in place and act as a cap, however, it is likely that a potential developer may need to remove that concrete in order to construct a building at a particular grade. Additional investigation of the concrete may be required. Removal and off-site disposal of impacted soils within the raceways, catch basins and sumps may need to be completed. Capping of much of the property is possible.

Paul presented a proposal from Tighe & Bond to complete an A2/T2 Survey which will help determine how much contaminated fill/soil needs to be removed or whether it may be capped on site. Paul stated that Periera Engineering is slated to complete the work which may begin in the latter half of September.

***A motion was made to approve the \$10,000 proposal from Tighe & Bond with funds to come from the US EPA grant. No further discussion. Approved as submitted. (MC/PC)***

Finally, Paul stated that he recommends that Tighe & Bond present their findings to the Executive Committee in early September. A time and date will be proposed during the week in advance of the next Executive Committee meeting. All those who can attend are encouraged to do so.

**US EPA Area Wide Assessment** – Paul stated that he met with Mayor Laretti to discuss the ongoing efforts to complete the US EPA Area Wide Assessment. Specifically, Paul stated that initially the goal was to complete an Environmental Land Use Restriction (ELUR) at the Chromium Process site. However, in light of the City’s desire to sell the property to a local developer, any of the work supported by the ELUR would be undone once the developer began to construct a new building on the site.

Rather than completing an ELUR, AECOM recommended completing a Remedial Action Report which would establish the current site conditions, detail the remediation work that was conducted at the site and prepare the property for the Property Transfer Program. Further, groundwater monitoring efforts will be initiated on the site. Mayor Laretti accepted the recommendation. This same effort will be conducted at the Axton Cross site to prepare that property for redevelopment as well.

Paul presented the proposal from AECOM to conduct the work previously described. Paul stated the contract was in the amount of \$20,000 and with funding to come from the US EPA Area Wide Assessment Grant.

***A motion was made to accept the \$20,000 proposal from AECOM to conduct groundwater sample collection and remedial action planning at the former Chromium Process site and remedial action planning at the Axton Cross site and to authorize Paul Grimmer to sign on behalf of the SEDC with funds to come from the US EPA Area Wide Assessment grant. No further discussion. Approved as submitted. (FR/PC)***

**North Canal Master Planning** – Paul reported that a RFQ for Engineering Services was moving forward. RFQ's will be accepted until Friday, August 27<sup>th</sup> by the City's Purchasing Department. Members of the Canal Master Plan committee which included 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.

Paul stated that a CT Communities Challenge Grant has been announced by the CT DECD. The potential opportunity will enable communities to apply for grants between \$1,000,000 and \$10,000,000. Grants deadline is yet to be announced but it will occur during the Fall of 2021.

**Brownfields Database** – Paul and SEDC's intern, Morgan Darby, reported that the brownfields database is beginning to take shape. Paul and Morgan presented a sample report to show proof of concept. Reports for all 27 properties located along Canal Street have been completed. The reports include 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. Links to the reports will be automatically downloaded to the user's computer.

Paul stated that now that the proof of concept was completed, he is recommending that the program be transitioned to a more sophisticated system. Paul Grimmer stated that he has been working with Bryan Tamburino of Tangible Analytics who has offered a service agreement to take the program to the next level. Paul recommends entering into the program with Tangible Analytics not to exceed \$500.

***A motion was made to accept the Tangible Analytics Service Agreement in an amount not to exceed \$500. No further discussion. Approved as submitted. (PC/MC)***

**ADJOURNMENT** - The meeting adjourned at 9:10 am. (MC/RC)