

**SPECIAL  
QUARTERLY MEETING**

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

Tuesday, May 14, 2024  
8:30 AM

The following directors were present:

Dave Grant	Gary Lane	Gary Lane
Tom Harbinson	Alan Tyma	Pat Carey
Pat Carey	Madelyn Cerritelli	Alan Tyma
Bill Partington	Tom Burden	Royal Wells
Fred Ruggio	Jan Sheehy	Don Stanziale
Charlie Wilson	Michelle Kawalautzki	Angelo Melisi

**Also attending:** Paul Grimmer, President (SEDC office); Aleta Miner, (SEDC office); Sean Melisi, Kevin McConachie, Dominick Cerritelli

**GREETING – William Partington, Chairman**

Mr. Partington called the Quarterly Meeting of the Shelton Economic Development Corporation to order at 8:32 AM with a quorum present and welcomed everyone. Mr. Partington stated Jim Ryan could not be here today but will eventually receive his award. Also, Mary Coughlin has resigned from the board and will be moving to New Jersey. Chairman Partington asked for a motion to approve the Annual Meeting minutes dated January 9, 2024.

**APPROVAL OF MINUTES (1/10/23) -**

***A motion was made by Tom Harbinson and seconded by Fred Ruggio to approve the minutes of the Annual Meeting dated 5/14/24. All in favor. Motion carried.***

**FINANCIAL REPORT – Alberto Martins**

Chairman Partington asked Alberto Martins to present this morning’s Financial Report. Mr. Martins discussed the April financial statements and said things are tracking well; however, sometimes timing is a factor. Start off slow and then catch up at the end of the year. Also, the UI grant which was projected this spring will not be received until September.

Mr. Grimmer added grants written by the SEDC that the city has received will bring in administrative dollars to the SEDC.

## **PROGRAM REPORT – Paul Grimmer, President**

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

Current Activities:

### **267 CANAL STREET – STAR PIN ENVIRONMENTAL REMEDIATION**

#### **Site Activities**

Mr. Grimmer explained that there is dirty soil on the Star Pin site that needs to be removed bordering the river. This will be replaced with clean soil and the process is relatively simple. However, since it is within the flood stone, a permit is necessary from the CT DECD. This is holding the process up. Also, Mr. Grimmer said the southern raceway is encapsulated and needs to be removed and what is the best way to make the cleanout easier.

Some of the activities addressed:

- \*Remediation contractor mobilization (EnviroConsultants and Recycling = \$1,169,160)
- \*Side Wide Vegetation Clearing
- \*Installation of site wide erosion and sedimentation controls including turbidity curtain installation in the river
- \*Building debris consolidation, removal and off-site disposal
  - Included removal of debris from the northern raceway
- \*Consolidation and removal of solid wastes
  - Bid item #4 estimated 1,000 tons of debris vs. actual 350 tons of debris (estimated savings \$150k)
- \*Contaminated concrete processing and waste characterization sampling to prepare for off-site disposal.
  - \*Bid item #5 estimated 350 tons x \$133 ton = \$46,600 – Remove/Dispose complete – add 350 tons overage (46k)
- \*Test pitting to evaluate location of southern raceway
- \*Updated site survey by Pereira Engineering to identify coastal jurisdiction and mean high water lines
- \*Expected completion – June 30. 2024

The two items mentioned above are what is holding up the closeout.

### **COMMUNITY WIDE PLANNING -**

Two grants were recently closed out with the U. S. EPA. One was for the Star Pin site and one was a Community Wide Planning grant. All of the funds have been expended.

### **ADDITIONAL GRANT WRITING/ADMINISTRATIVE ACTIVITIES**

#### **STEAP GRANT APPROVALS**

- Shelton Canal Lock Park - \$120,000 State of CT/\$30,000 city match
- Housatonic Riverwalk Extension - \$120,000 State of CT/\$25,000 city match
- Multi-Use Turf Field - \$500,000 State of CT/\$523,100 city match

### **SMALL CITIES GRANT**

Sinsabaugh Heights Renovations - \$1,500,000 CT Dept. of Housing

### **COMMUNITY DEVELOPMENT BLOCK GRANT – U. S. HUD**

Supports economic development, housing and community service activities. Annual allocation of approximately \$183,000/no city match

### **CT REC TRAILS GRANT**

- Housatonic Riverwalk - \$113,000/\$28,250 City Match
- CT DEEP contract signed
- Received three bids:
  - LandTech \$42,797
  - B&B Engineering \$61,840
  - BL Companies \$101,000
- RFP Process Wrapped Up: May 30th
- Board of Aldermen – June 13, 2024
- Grant Terms: 3 Years

### **U.S. DEPARTMENT OF ENERGY**

- Energy Efficiency and Conservation Block Grant \$76,740/no required city match

### **SINSABAUGH HEIGHTS – Small Cities Grant**

Small Cities CDBG – \$1,500,00/\$10,000 city match

Next Steps:

- Sinsabaugh Heights (80 Units)
- Architectural Firm – AEPMI
- Housing Rehabilitation: Windows / Doors, PTAC HVAC Systems, New Fire / Emergency Alarm System, New Floors, Emergency Generators, among other activities
- Bidding Estimated – February 2024
- Construction Start – April 2024
- Completion – 4 Months (120 Days)

### **HOUSING REHABILITATION PROGRAM** – Income Restrictions Family Size

**Program Income \$18,202**

**Grant Limits \$25,000 / Unit**

*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 Replacements; Siding / Roofing; Flooring / Painting
- Income Example
  - Family Size 2 – \$71,500
  - Family Size 4 - \$80,500
- 3 Projects Completed to Date
- 3 Projects – Wait List

**COMMUNITY DEVELOPMENT BLOCK GRANT – U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT –**

Grant Allocation \$183, 000 annual/No match

The Community Development Block Grant (CDBG) Program supports community development activities to build stronger and more resilient communities.

Activities may address such needs as:

- Infrastructure
- Economic Development Projects
- Community/Senior Centers
- Housing Rehabilitation
- Property Acquisition/Demolition
- Microenterprise Assistance
- Homeowner Assistance, etc.

Public Service	Amount	Objective	Description
Adam's House	\$ 2,500.00	LMI / Direct Benefit	At Risk / Grief Counseling
Boys and Girls Club	\$ 5,000.00	LMI / Direct Benefit	After School Program
ACT/ Spooner House	\$ 7,500.00	LMI / Direct Benefit	Homeless Services
Rape Crisis Center	\$ 5,000.00	LMI / Direct Benefit	Rape Crisis Center 24/7 Hotline Service
The Umbrella / BHCare	\$ 7,450.00	LMI / Direct Benefit	Domestic Abuse Services
<b>Public Facilities / Non-Housing Needs</b>			
Shelton Senior Center	\$ 20,000.00	Limited Clientele	Kitchen Upgrades and Appliances
Plumb Memorial Library	\$ 25,000.00	LMI / Area Wide	ADA Compliance Activities
Shelton Housing Authority	\$ 16,000.00	Limited Clientele	Security and Safety - Fence Installation
Shelton DPW	\$ 37,950.00	LMI / Area Wide	Sidewalk Installation - ADA Compliant Sidewalks
<b>Housing</b>			
Team - Rental Assistance	\$ 20,000.00	LMI / Direct Benefit	Rental Assistance
<b>Program Administration (20%)</b>			
Program Administration & Planning	\$ 36,600.00		Program Administration

**ADJOURNMENT:**

***A motion was made by xxxxxxxx and seconded by xxxxxxxxxxxxxx to adjourn at 9:10 AM. All in favor. Motion carried.***

Respectfully submitted,

Aleta Miner for Fred Ruggio, Secretary