

**SHELTON ECONOMIC DEVELOPMENT CORPORATION  
EXECUTIVE BOARD**

**REGULAR MEETING MINUTES**

**Tuesday, April 14, 2020**

SEDC Office  
475 Howe Avenue, Suite 202  
Shelton, CT 06484

The following members of the Executive Board were present:

Patrick Carey (Zoom)	Martin Coughlin	Virginia Harger (Phone)
Alberto Martins (Zoom)	Ruth Parkins (Zoom)	William Partington
Fred Ruggio	Janice Sheehy (Zoom)	

Also Present: Paul Grimmer, SEDC President; Aleta Miner (Zoom)

The meeting was called at 8:09 AM with a quorum.

**ACTION ITEMS**

**APPROVAL OF MINUTES**

A review of the minutes was conducted.

***Motion to approve March 10, 2020 monthly meeting minutes was presented; No Discussion.  
Approved as submitted. (FR/MC)***

**FINANCIAL REPORT**

Alberto Martins conducted the Financial Report for the period ending March 31, 2020. Financial activities were discussed, including;

1. An Accounting of the SEDC's various financial accounts were provided and discussed.
  - a. Cash Assets                   \$100,762.23
  - b. Receivables                   \$ 47,083.34
2. Total Assets of \$147,845.97 is currently available as of March 31, 2020.

Income for the month of January was \$15,849.07 vs. Expenses of \$26,025.77. The variance of \$10,176.70 for the month.

Paul Grimmer informed the executive committee that the SEDC submitted a budget request to the City of Shelton of \$140,000. The Mayor recommended that the SEDC receive \$120,000. This budget allocation represents a \$20,000 increase over the previous year. Discussion was held among the committee members.

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

## **ACTIVE PROJECT / PROGRAM UPDATE**

### **267 Canal Street – Star Pin Factory**

- **Site Assessment** - Paul Grimmer stated that the contract between the City and US Ecology has been resolved. Paul Grimmer said that Attorney Teodosio would have the Mayor sign the contract sometime in the next few days. Paul Grimmer is working with Tighe & Bond to schedule the work.
- **Review of HMBS Engineering Proposals** – Paul Grimmer stated that Mayor Lauretti has not signed the contract with AECOM. Paul said that he was not sure whether there was a specific issue, but it did seem like we are getting closer to a resolution. Paul said, that he would stay in contact with Attorney Teodosio on this matter.
- **Purchase Proposal Review** – Paul Grimmer stated he had made a presentation to the City' Board of Aldermen on March 12<sup>th</sup> and that the Board of Aldermen approved the sale of the Star Pin Building to Primrose Companies. There were no major issues or questions presented by the board and the matter was unanimously approved.

**Canal / Wooster Street Reconstruction** – Paul Grimmer stated that Cardinal Engineering has been authorized to initiate the survey work and that he expects the firm to be on site in the next 2-3 weeks. The work itself should only take a few days. Based upon conversations with Joe Cermola of Cardinal Engineering, Paul stated that he expects to receive preliminary designs in June 2020.

**Canal Closure (South)** – Paul Grimmer stated that he and Aleta met with Mayor Lauretti to discuss work on Canal Street, specifically relating to discuss closing the Canal Section in front of 223 Canal Street / Avalon Apartments. Mayor Lauretti requested that Paul prepare a project narrative. Paul stated that the narrative would be written to explain the City's position to the Army Corp of Engineers in an effort secure permission to close the canal section.

### **Application for National Register of Historic Places**

Paul Grimmer stated that he reviewed a request from the CT SHPO to make some improvements / amendments to the application. Paul stated that he contacted the consultant, Historic Technologies to inform them of the request. Paul stated the firm was happy to make the recommended changes.

**ADJOURNMENT** - The meeting adjourned at 9:09 am. (MC/PC)