*VIA ZOOM*

**SHELTON ECONOMIC DEVELOPMENT CORPORATION**

**QUARTERLY MEETING**

SEDC Offices, 475 Howe Avenue, Suite 202

Shelton, Connecticut

Tuesday, May 12, 2020

8:30 AM

The following directors were present:

|  |  |  |
| --- | --- | --- |
| Karen Bentlage | Bing Carbone | Michelle Kawalautzki |
| Martin Coughlin (SEDC office) | Fred Ruggio (SEDC office) | Alberto Martins (SEDC office) |
| Mike Marcinek | Ed DeMarseilles  | Ed McCreery |
| Bill Partington (SEDC office) | Pat Carey | Charlie Wilson |
| Tom D’Addario | Ruth Parkins | Eileen Lopez-Cordone |
| Janice Sheehy | Kristi Buynak | Angelo Melisi (SEDC office) |
| Karen Bentlage | Derrick Champagne | Tom Harbinson |
| Dr. Ramesh Wadhwani | Virginia Harger | Al Paolozzi |
| Bob Caponi |  |  |

**Also attending:** Paul Grimmer, President (SEDC office); Aleta Miner, (SEDC office); Paul Gehr, Linda Schauwecker, Alan Tyma

**GREETING – William Partington, Chairman**

Mr. Partington called the Quarterly Meeting of the Shelton Economic Development Corporation to order at 8:30 AM with a quorum present and welcomed everyone. Mr. Partington asked for a motion to approve the Quarterly Meeting minutes dated October 8, 2019. There was not a quorum for the Annual Meeting so now action was taken.

**APPROVAL OF MINUTES (10/8/19)**

***A motion was made by Martin Coughlin and seconded by Pat Carey to approve the minutes of the Quarterly Meeting dated October 8, 2019. All in favor. Motion carried.***

Alberto Martins, Treasurer, was asked to present this morning’s Financial Report.

**FINANCIAL REPORT – Al Martins, Treasurer**

Mr. Martins reviewed the financial statements for the month ended April 30, 2020. Mention was made of the PPP disbursement which was granted to the SEDC during this COVID-19 pandemic. The directors were provided a copy of the 2020 Annual Budget for approval at today’s meeting since no action was taken at the last meeting.

**Shelton Economic Development Corporation**

**2020 Annual Budget for Approval**

|  |  |
| --- | --- |
| Revenues |  |
|  Private Donations/Pledges  | $ 20,000.00 |
|  Public Allocations/Grants | $ 293,940.16 |
|  Foundations | $ 61,000.00 |
|  Program | $ 7,200.00 |
|  Other | $ 43,770.00 |
|  Total Revenues | $ 425,910.16 |

|  |  |
| --- | --- |
| Expenses |  |
|  Personnel | $ 206,482.10 |
|  Taxes, Benefits & Fringe | $ 66,167.59 |
|  General Business | $ 9,850.00 |
|  Professional Services | $ 16,650.00 |
|  Property & Office | $ 39,225.00 |
|  Program | $ 86,350.00 |
|  Other | $ 1,155.57 |
|  Total Expenses | $ 425,910.16 |
|  Excess Revenues (Expenses) |  0 |

***A motion was made by Marty Coughlin and seconded by Fred Ruggio to accept the budget for 2020 as presented. All in favor. Motion carried.***

**NOMINATING COMMITTEE REPORT – Pat Carey**

Pat Carey welcomed everyone and acknowledged committee members Robert Caponi, Bing Carbone, Alberto Martins, Ruth Parkins, Bill Partington and Fred Ruggio.

Mr. Carey asked for a motion to recommend the re-election of the following directors to a three-year term (2020-2022): Robert Caponi, Retired; Bing Carbone, Modern Plastics; Derrick Champagne, Pitney Bowes; Dr. Ramesh Wadhwani, SAIsystems International; Karen Bentlage, European Wax Centers; Madelyn Cerritelli, Conti Rentals; Tom Harbinson, Jones Family Farms; Terry Jones, Jones Family Farms; Michelle Kawalautzki, Dana’s Pond Construction; Brian Loffredo, Wal-Mart; Eileen Lopez-Cordone, UI; Angelo Melisi, Bridge Street Partners; Ruth Parkins, Iroquois Gas; William Partington, Retired andChairman of the Board; Robert Scinto; R. D. Scinto; Charles Wilson, Wilson Agency.

***A motion was made by Tom Harbinson and seconded by Michelle Kawalatuzki to recommend the re-election of the directors as noted to a three-year term (2020-2022):* *All in favor. Motion carried.***

Mr. Carey asked for a motion to recommended the election of the following members to the Executive Committee: William C. Partington, Chairman; Pat Carey, 1st Vice Chairman; Michelle Kawalautzki, 2nd Vice Chairman; Alberto Martins, Treasurer; Fred Ruggio, Secretary; Mark A. Lauretti, Ex-Officio, Mayor; Virginia Harger, Ex-Officio, Planning and Zoning; Marty Coughlin, At-Large; Robert Caponi, At-Large; Eileen Lopez-Cordone, At-Large; Ruth Parkins, At-Large; Janice Sheehy, At-Large.

***A motion was made by Tom Harbison and seconded by Michelle Kawalatutzki to recommend the election of members to the Executive Committee as noted. All in favor. Motion carried****.*

Mr. Carey asked for consideration to elect the following nominations to the Board of Directors for a three-year term: Paul Gehr, Peoples United Bank; Donald Stanziele, Midland Development; Attorney Alan Tyma, Ryan and Tyma; and Linda Schauwecker, Real Estate Two.

***A motion was made by Tom Harbinson and seconded by Michelle Kawalautzki to recommend the election of the following individuals to a three-year term beginning January 1, 2020 and ending December 31, 2022 - Paul Gehr, Peoples United Bank; Donald Stanziele, Midland Development; Attorney Alan J. Tyma, Ryan and Tyma; and Linda Schauwecker, Real Estate Two. All in favor. Motion carried.***

Mr. Carey asked for a motion to accept two resignations from the Board of Directors.

***A motion was made by Tom Harbinson with regret and seconded by Michelle Kawalautzki to accept the following resignations: David M. Grant, David M. Grant Caterers; and Anthony Pogoda, Planning and Zoning Commission. All in favor. Motion carried.***

**PROGRAM REPORT – Paul Grimmer, President**

**267 Canal Street, Star Pin Factory**

* Assessment Efforts – Tighe & Bond/U. S. Ecology
* Remediation Efforts – AECOM
* U. S. EPA Grant Announcement - $500,000
* Property Sale – Primrose Development

**Canal & Wooster Street Engineering**

* Cardinal Engineering

**Shelton Canal – Planning Program**

* Closure of Southern Canal (Army Corp. of Engineers)
* Environmental Reclamation/Historic Preservation

**Star Pin Factory. 267 Canal Street, Site Assessment**

**CT DECD – Assessment $200,000**

**Tighe & Bond**

* Phase I Environmental Site Assessment (ESA) Completed
* Phase II/III ESA Underway - Estimated completion - July 2020
* Chemical Assessment - U. S. Ecology - Start date May 6, 2020 (30 days)
* Will Seek Pricing for Removal of Catalogued Chemicals Upon Completion

**Star Pin Factory, 267 Canal Street, Remediation**

**CT DECD – Remediation $750,000**

**AECOM**

* Contract prepared for Mayor’s signature
* Step 1: Prepare bid specs – 30 days
* Bidding: June 2020
* Remediation: July 2020 – Estimated time to complete work 5 – 7 months
* Rapid Deterioration, Roofing Primary Cause

**Star Pin Factory, 267 Canal Street, Hazardous Building Material Remediation**

**U. S. EPA – Cleanup $500,000**

**Engineers on board: Tighe & Bond/AECOM**

* Remediation of Hazardous Soils
* Removal of Underground Storage Tanks
* Hazardous Building Materials (Secondary)
* Fund Availability – July 2020

**Community-Wide Planning Grant**

Hazardous Building Material Remediation

**U. S. EPA – Assessment - $200,000**

**Primary Usage**

* Phase I Studies
* Environmental Site Assessments
* Environmental Land Use Restrictions Filings (CT DEEP)
* A2 Survey
* Groundwater Monitoring
* Community-wide Flexible
* Fund Availability – July 2020

Canal Street – Phase V – Engineering Project Area

**Canal Street Reconstruction**

Engineering & Design

* Cardinal Engineering
* 1,400 Linear Feet
* Roadways, Sidewalks and Lighting
* Topographic Survey – Completed - April 30, 2020
* Preliminary Design Estimated Completion – June 30, 2020

**U. S. EDA – NVC EDD CEDS**

Naugatuck Valley Economic Development Comprehensive Economic Development Strategy

* Shelton Economic Development Corporation
* Lead Agency responsible for carrying out grant objectives and financial management
* 20 Regional Partnership
* Sheila O’Malley, Chairperson of the NVEDD Strategy Committee (Ansonia)
* Valley COG - provides additional support and resources
* DeCarlo & Doll, Inc. - Consultant

**Shelton Canal Restoration/Redevelopment**

Address Condition/Potential Improvements

* Public Infrastructure – Road Expansion, Sidewalks, Lighting, Parking
* Environmental Restoration/Awareness – Pocket Park, Walking Trails, Improvement of Water Quality
* Historic Preservation of the Shelton Canal Locks

Pictures were shown of the canals and the canal locks.

Shelton Canal Historic Renovation – Partners: Shelton Historical Society, Citizens Advisory Board, and CT SHPO

ADJOURNMENT

***A motion was made by Martin Coughlin and seconded by Fred Ruggio to adjourn at 9:30 AM.***

Respectfully submitted,

Aleta Miner for Fred Ruggio, Secretary