

**SHELTON ECONOMIC DEVELOPMENT CORPORATION
EXECUTIVE BOARD**

**REGULAR MEETING MINUTES
Tuesday, June 11, 2024**

SEDC Office, 25 Brook Street, Shelton, Connecticut

The following members of the Executive Board were present:

Virginia Harger	Michelle Kawalautzki	Gary Lane
Alberto Martins	William Partington	Fred Ruggio

Also Present: Paul Grimmer, SEDC President. The meeting was called at 8:01 AM with a quorum.

ACTION ITEMS

APPROVAL OF MINUTES

A review of the executive committee minutes from March 12, 2024, was conducted.

A motion was made to approve the March 12, 2024, monthly meeting minutes. No further discussion. Approved as submitted. (MK/FR)

FINANCIAL REPORT

The Financial Report for the period ending May 31, 2024 was reviewed. Financial activities and updates were provided including;

1. An accounting of the SEDC's various financial accounts:
 - a. Cash Assets \$ 43,134.62
 - b. Receivables \$ 47,367.35
2. Total Current Assets of \$90,501.97
3. Monthly (Revenues) \$47,364.038 vs (Expenditures) \$49,999.81 – Excess Monthly Revenue (Expenses) (\$2,635.78)
4. YTD (Revenues) \$153,800.88 vs (Expenditures) \$176,223.60 – Excess Monthly Revenue (Expenses) (\$22,422.72)

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

ACTIVE PROJECT / PROGRAM UPDATE

267 Canal Street (Star Pin Remediation) – Paul Grimmer reported that the Star Pin project is slowly pushing forward. At the end of May, the engineers (Tighe & Bond) met with representatives from the CT DECD and CT DEEP to discuss permitting for the project activities. Specifically, the contractor is required to enter into the Housatonic River in order to remediate the south raceway. That action triggers the need for DEEP permitting.

Paul stated that we still do not have a schedule for when the contractor will return to the site. Nicholas Granata (Tighe & Bond) stated that the contractor is working with CT based waste disposal centers. Once the disposal site has been determined and the permits filed, we should be ready to go.

The CT DECD – funding agency – is aware of the scheduling delays.

Sinsabaugh Heights – Paul reported that the Sinsabaugh Heights Bid was completed. The City received 2 bids. Bid #1 was from A. Secondino at \$3,885,258 and the Bid #2 was from Kafa Group at \$999,800. We received a recommendation from AEPMI to accept the second bid. The recommendation was presented to the City. We anticipate a positive response and expect that this will be approved by the Board of Aldermen in July.

CDBG Entitlement Program – Paul Grimmer reported that the CDBG Application has been completed and is on the Aldermanic Agenda for June 13, 2024. Funding allocations include:

Public Service Activity (15%)	Amount	Target Area	Description
Adam's House	\$ 2,500.00	Citywide	At Risk / Grief Counseling
Boys and Girls Club	\$ 5,000.00	Citywide	After School Program
ACT/ Spooner House	\$ 7,500.00	Citywide	Homeless Services
Rape Crisis Center	\$ 5,000.00	Citywide	Rape Crisis Center 24/7 Hotline
The Umbrella / BHCare	\$ 8,650.00	Citywide	Domestic Abuse Services
Public Facilities	Amount		Description
Shelton Senior Center	\$ 20,000.00	Citywide	Kitchen Upgrades and Appliances
Plumb Memorial Library	\$ 26,000.00	Citywide	ADA Compliance Activities
Shelton Housing Authority	\$ 20,000.00	Targeted Area	Security and Safety - Fence Installation
Shelton DPW	\$ 38,182.00	Targeted Area	Sidewalk Installation - ADA Compliance
Affordable Housing Activities			
Team - Rental Assistance	\$ 20,000.00	Citywide	Rental or Mortgage Support
Program Administration (20%)			
Program Admin & Planning	\$ 38,200.00	Citywide	Program Administration

With regards to how this impacts the SEDC budget – we will apply \$19,100 to the 2024 FY and \$19,100 to FY 2025. Paul Grimmer stated that he expects to submit the final contract to US Hud by June 30, 2024.

CT Recreation Trails Program – Paul Grimmer informed the group that the bid process for the Housatonic Riverwalk has been completed. Three bids were received.

Firm	Total Price
1. Landtech	\$ 45,797
2. B&B Engineering	\$ 61,840
3. BL Companies	\$101,000

Paul Grimmer stated that he has completed his bid review, including calling for references and has recommended the City accept LANDTECH as the lowest qualified bid. We expect that this request will be placed on the July 11, 2024 Aldermanic Agenda.

Multipurpose Synthetic Field - STEAP Grant – Paul Grimmer said that the city is moving forward with the engineering and design of the Multipurpose Synthetic Field. The city seeks to conduct this project as a Design / Build Project through the Capital Region Education Council (CREC) bid program. This process is a departure from the typical bid process required by the Funding agency, which in this case happens to be CT DECD.

Paul Grimmer brought this issue to the attention of the City of Shelton. We have requested a bid waiver from the CT DECD and are now awaiting a response. This process has taken quite a long time to get to this point and we are many weeks if not months away from moving forward.

ADJOURNMENT – The meeting adjourned at 9:05 (FR/ VH)