

SHELTON ECONOMIC DEVELOPMENT CORPORATION

MONTHLY MEETING  
JANUARY 11, 2011  
8:00 AM

A G E N D A

Location: 475 Howe Avenue, Suite 202, Shelton, Connecticut

Type of Meeting: Monthly Meeting

Meeting Facilitator: Vice Chairman David Grant

Invitees: SEDC Executive Committee Members/Public Welcome

- I. Call to order
- II. Roll Call
- III. Approval of Minutes: December 14, 2010 Special Meeting
- IV. Finance Report
  - a. November financial report
  - b. Fundraising progress
  - c. Project updates
- V. Brownfield's Program Update
  - a. Rolfite (Anticipated project activities)
  - b. Samarius (Status of possible soil use)
  - c. Axton Cross/Celastik/Groundwater and SVE (Completed activities/Next steps/Cost proration between grants)
  - d. Other
- VI. NVC CEDS
  - a. Meeting schedule update (January 28, 2011 Strategy Meeting in Southbury)
  - b. Discussion and possible action on EDD (Survey/Timeline)
- VII. Riverwalk Extension
  - a. Update from Engineer (budget/materials/schedule)
  - b. Next steps
- VIII. Phase 3 (Canal/Wooster Infrastructure)
  - a. Schedule update
  - b. Next steps (Appraisals/Right of Ways/Army Corp status/Track removal and raceway filling)

IX. Other business (Comments on SEDC Annual Meeting)

## **EXECUTIVE BOARD**

### **Monthly Meeting**

**Tuesday, January 11, 2011**

**8:00 AM**

The Executive Board of the Shelton Economic Development Corporation held its monthly meeting on Tuesday, January 11, 2011, at 8:00 AM at the offices of the Shelton Economic Development Corporation. The meeting was called to order by Vice Chairman Grant at 8:06 AM.

A quorum was reached with the following Executive Committee members in attendance:

David Grant, Vice Chairman, presiding  
Marty Coughlin  
Kenneth Schaible, Chairman (Electronically)  
Ruth Parkins  
William Partington  
Michelle Kawaultzki  
Jim Cosgrove  
Patrick Carey

#### **Also attending:**

James E. Ryan, SEDC President  
Richard Widomski, Shelton Resident

#### **Approval of Minutes:**

The December 14, 2010 Special Meeting minutes were approved unanimously.  
(MC/MK)

**Financial:** Mr. Ryan reported the following,

1. November financials distributed. Use of SEDC reserves was noted due to Phase 3 Budget adjustment.
2. SEDC 2011 fundraising meeting expectations.

3. SEDC will complete three years of administration of the Phase 3 Downtown Revitalization Program in April. A budget revision to address fourth year overhead is being prepared for submission in 2<sup>nd</sup> quarter.
4. SEDC 2011 Audit of Financial Statements field work is expected in late February to mid March.
5. First Quarter revenue is expected to meet first quarter expenses.

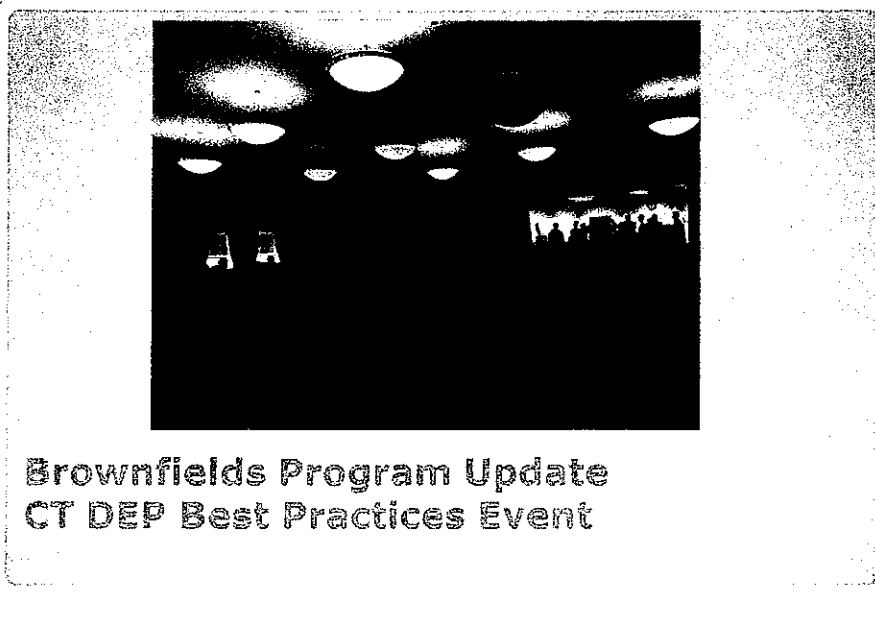
Mr. Ryan noted that SEDC reserves will be applied to 2010 SEDC expenses based on the CT DECD timeframe revision as previously reported.

The Finance report was accepted unanimously. (BP/PC)

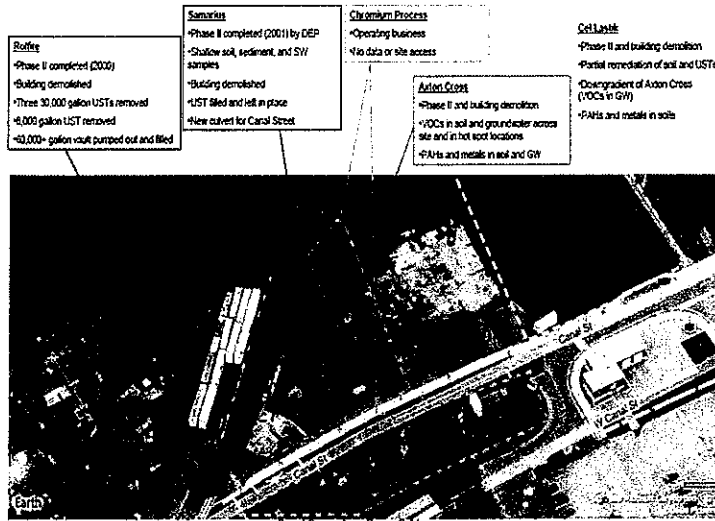
### **Brownfield's Program Update**

Mr. Ryan noted that he had participated in a CT DEP best practices program in December.

The following report was reviewed with the Executive Committee:

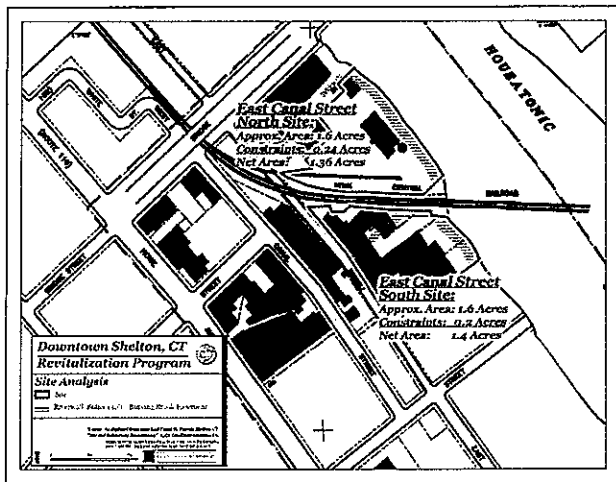


## Phase 2 Brownfields Redevelopment Sites



Canal Street Area Brownfields  
Recent Project Information  
November 2008

## EPA Grants and Property Progress



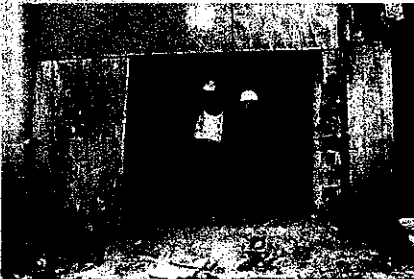
**Tank Removal Cinder  
Building**

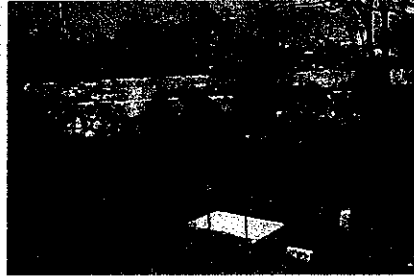
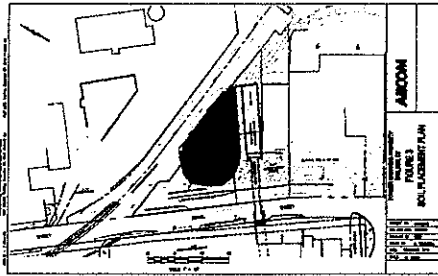


**Boiler Room  
Demolition**



**Rolfite (VCOG)**





## Samarius (EPA and Soils)



- Received approval of the ECAF from CT DEP
- Received approval of the flood plain certification
- Finalized the remedial action plan for the SVE system
- Installed the wells for the SVE system including the extraction wells and monitoring points
- Collected vapor samples from the well points
- Installed the piping for the SVE system at the wells and to the system
- Installed the SVE system (system trailed and carbon vessels placed at the site), including all electrical work required
- Installed fencing and signage at the site.

Going operational! SVE System

Mr. Ryan explained the allocation of costs to the Axton Cross and Cellastik site through various grants. The EPA Axon Cross grant will be deployed first followed by the EPA Cellastik grant.

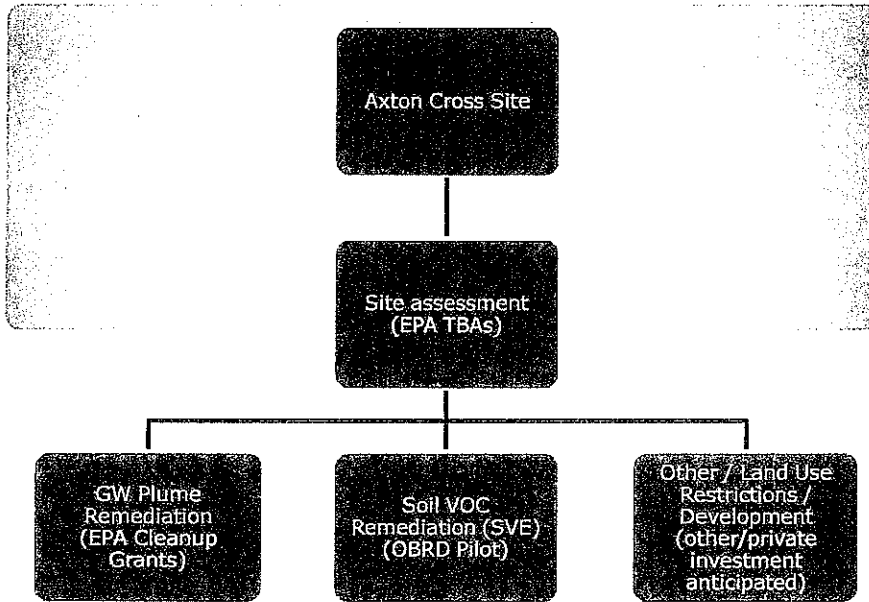
Summary of Expenses and Basis for Payment Request (01)

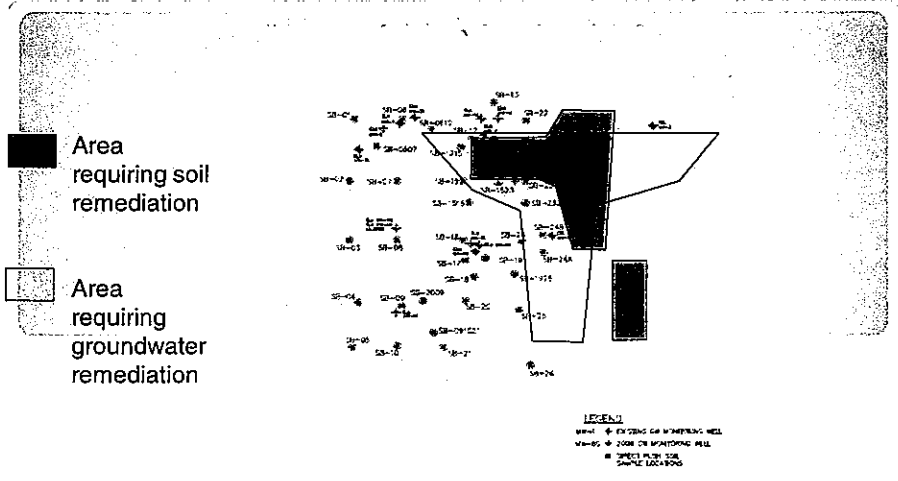
Item / sub-item	Proposed Budget (for OBRD funding)	City's Contractor	Percent complete	Prior percent complete	Cost incurred and invoiced (requested under this payment requisition)
Legal and program management costs	\$5,000	SEOC7	70%	0%	\$1,806.55
Remediation <sup>(1) (2) (3)</sup>	\$260,155	AECOM			
- Final planning and procurement (design services)	\$12,970		100%	0%	\$12,970
- Furnish SVE system and materials	\$181,343		75%	0%	\$181,160
- System start-up	\$19,980		0%	0%	\$0.00
- Operations and maintenance	\$45,802		0%	0%	\$0.00
<b>Total this request (01)</b>					<b>\$152,936.55</b>

Notes

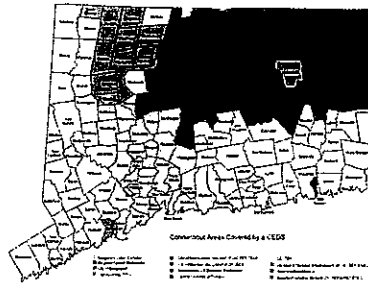
- (1) To date, a total of \$260,155.00 has been allocated by the city to AECOM for SVE system design, installation and operation. Additional expenses are anticipated and will be developed as additional site data is collected during system operation, including, but not limited to, electrical power for the SVE system.
- (2) Details on these expenses are shown on the attached invoice summary cover page from AECOM. Some rounding of values occurred due to actual system invoice generation versus percent complete estimation. AECOM's invoice is prepared using its Oracle-based earned-value management system.
- (3) Total cost does not include costs that are otherwise associated with pre-planning, assessment and project management functions. Other leveraged funding will be applied to those costs, including an EPA cleanup grant for the groundwater remediation at the site.

**Axton Cross/Celastik (Example of Cost Reimbursement Submission)**





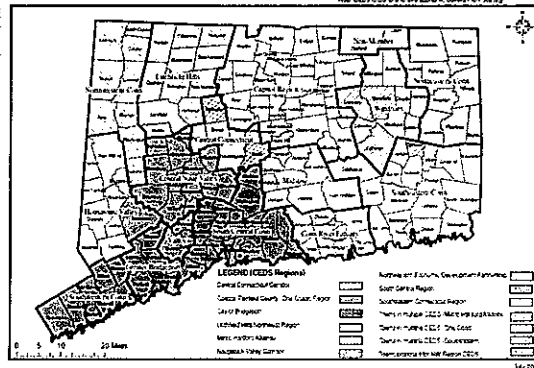
**NVC CEDS**



## Naugatuck Valley Corridor Comprehensive Economic Development Strategy

(NVCCEDS)

### Connecticut Regional Planning Organization/Council of Government Boundaries and Current CEDS Regions



Current CEDS regions

- Quarterly Meeting Schedule for Friday January 28, 2010 in Southbury
- Surveying on Pros and Cons for creating Economic Development District
- Spring conference on Transportation being planned
- Update on Tier One projects to be requested
- EDA asked to accelerate Shelton consideration based on job loss from Health Net sale

- Complete and Tabulate Survey
- Update Strategy Committee at January 28, 2011 meeting (I will write the agenda so if action is considered desirable we can do so)
- February SEDC meeting and February WDC meeting (the Planning organizations under our CEDS for approval of course of action).
- Meeting of Strategy Committee to approve course of action unless authorization is provided at January 28, 2011 meeting.
- Submit to State if so authorized. (Say, March 1, 2011)
- Once the State approves submit to US EDA as in the form required (no estimate of time for this presently)

**NVC CEDS**

### **Derby Hosts Strategy Meeting**



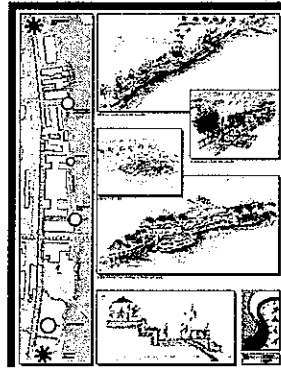
**NVC CEDS ongoing work**

## Riverwalk Extension

### Progress Report

1. Engineer revisiting preliminary engineering.
2. Timetable needs to be reset

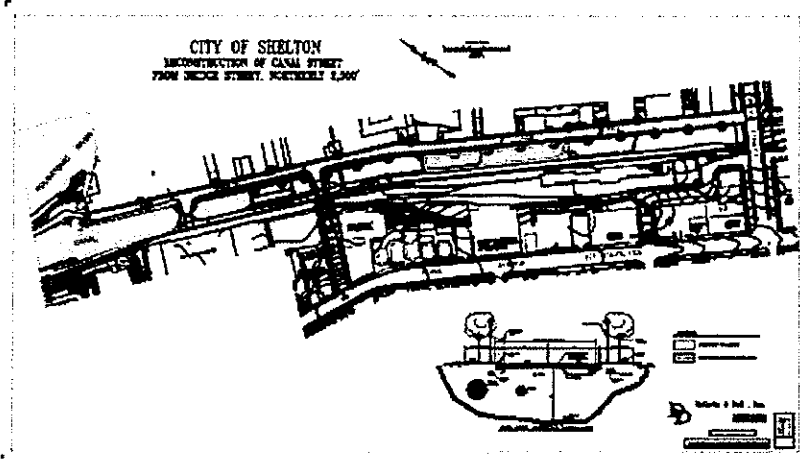
### Site Photograph



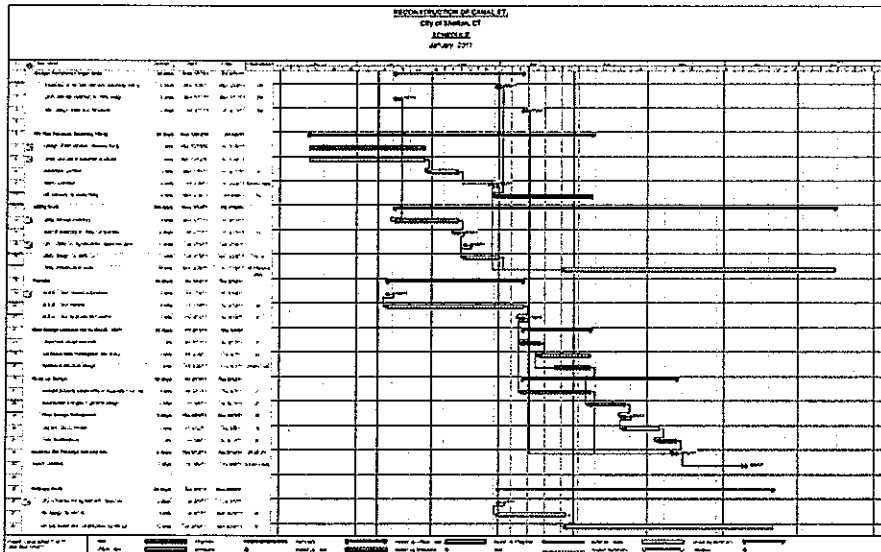
## Riverwalk Extension Project

## Downtown Revitalization Phase 3

# Canal Street Design Area Phase 3



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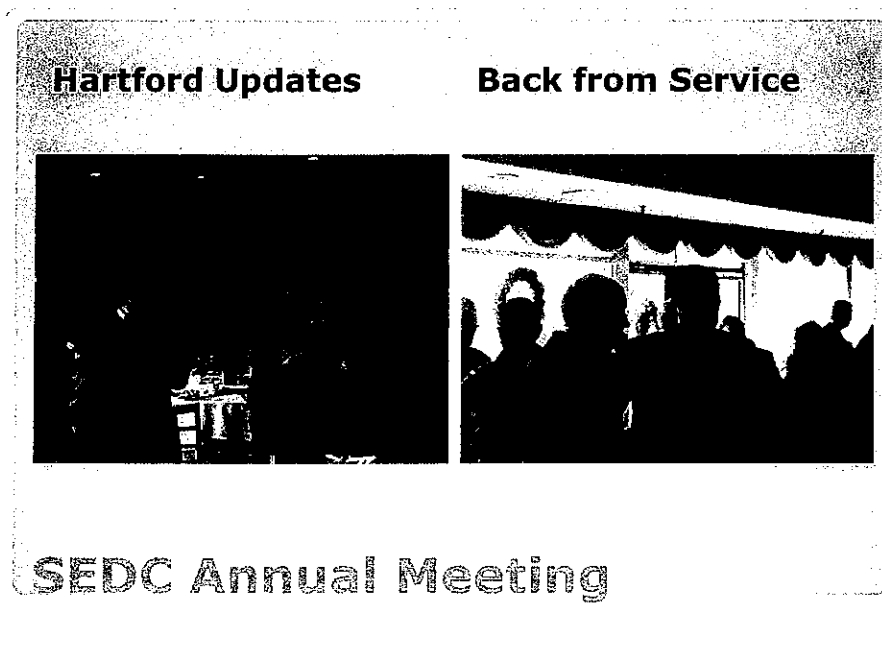
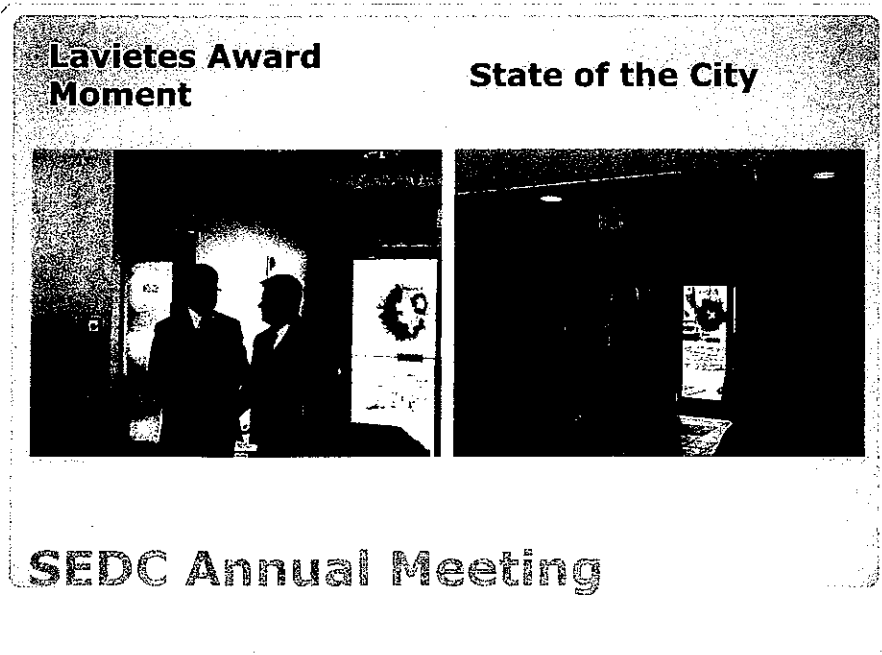
## UI and ATT Coordination

- AT&T estimate submitted to City for consideration.  
Meeting held January 10, 2010 with Mayor and AT&T
- Additional information from AT&T expected
- Army Corp permit application pending
- Rail removal bid package expected in three weeks
- Mayor notifies FHWA of intent to use earmark for utilities
- Right of way status

## Phase 3 Downtown Revitalization

### Other

SEDC Annual Meeting/Lavietes Award



Mr. Ryan discussed the successful annual meeting. Mr. Ryan also discussed calls related to the HealthNet property.

**Adjournment:**

The meeting adjourned at 9:11 AM. (MC/BP)