

BOARD OF DIRECTORS

QUARTERLY MEETING

SHELTON ECONOMIC DEVELOPMENT CORPORATION
475 HOWE AVENUE, SUITE 202
SHELTON, CT

TUESDAY, OCTOBER 11, 2011
8:30 AM

- (1) **Greeting**
- (2) **Approval of Minutes of Board of Director's Quarterly Meeting
(07/12/2011)**
- (3) **Financial Report**
- (4) **Program Report (Downtown Revitalization All Programs, NVC CEDS
District)**
- (5) **Other**
- (6) **Adjournment**

**SHELTON ECONOMIC DEVELOPMENT CORPORATION
QUARTERLY MEETING**

**SEDC OFFICES
475 Howe Avenue, Suite 202
Shelton, Connecticut**

**TUESDAY, OCTOBER 11, 2011
8:30 AM**

The following directors were present:

Marty Coughlin
Tony Pogoda
Cristin Sheehy
Liz Schultz
Guy Beardsley
Madelyn Cerritelli
Norman Santa

Mary Ellen Samatulski
Fred Ruggio
Jim White
Ken Schaible
Ruth Parkins
Phil White

Frank Osak
Garrett Sheehan
Pat Carey
Brian Loffredo
Manny Weinberg
Derrick Champagne

Also attending: Jim Ryan, President; Aleta Miner

GREETING – Kenneth E. Schaible, Chairman

The meeting was called to order at 8:31 AM. Chairman Schaible welcomed everyone to the Quarterly Meeting of the Shelton Economic Development Corporation Board of Directors. A motion was entertained to approve the minutes of the Quarterly Meeting dated July 12, 2011.

MOTION: A motion was made by Norman Santa and seconded by Marty Coughlin to approve the minutes of the Quarterly Meeting dated July 12, 2011 as submitted. All in favor. Motion passed.

Bill Partington, Treasurer, was unable to attend today's meeting so Jim Ryan presented this morning's Financial Report.

FINANCE REPORT – James E. Ryan, President

- SEDC finances reflect solid year to date performance on income and expenses.
- 2011 fundraising campaign complete.
- 2012 fundraising campaign launched with strong early response.
- Major programs such as Phase III and EPA and OBRD grants are tracking to budget.
- \$58,000 grant received from VCOG for completion of Rolfite work.
- 2012 draft operations budget submitted to Executive Committee for review.
- Katharine Matthies and UI grant awards for SEDC/CEDS regional work.
- Valley Community Foundation Grant for CEDS is pending.
- 2012 is a Transition Year where three-year programs will be wrapping up and the next phase is coming online.

MOTION: A motion was made by Marty Coughlin and seconded by Guy Beardsley to approve this morning's Financial Report as presented. All in favor. Motion passed.

PROGRAM REPORT – James E. Ryan, President

Canal Street Phase III –

- Army Corp permit: Mayor Lauretti to contact Army Corp staff regarding approach. Design amendment pending.
- Right of Ways: Appraiser met with Surveyor last week. Appraisals expected in thirty days. Second appraisal will be required if offer refused. Faster procurement will be allowed.
- CT DOT Earmark: City and CT DOT confirm use of funds for sidewalks, curbs and related. CT DOT working on agreement.
- Nagy Contract: Temporary paving in several weeks.

Project Update/Anticipated Approval Requirements:

1. Approval of ATT Purchase Order
2. Approval of Railroad Crossing Purchase Order with UI. (Sleeve installation)
3. Approval of Railroad Crossing Agreement and Lease.
4. Approval of Easement takings if necessary. Second appraisal necessary at that time.
5. Minor authorizations for laterals for all utilities.
6. Decision to proceed with Sheet Piling Wall required by Army Corp.
7. If Decision is made to proceed with Sheet Piling Wall, engineering design agreement needs approval.
8. Finalization of Survey of Building Services to verify any changes needed. Presentation of those findings to property owners. Decision on cost participation by City.
9. Final design completion and bidding. Amendments to Engineering Agreement for Construction Administration services and inspection services.
10. Construction of improvements. Additional funding is expected to be necessary.
11. Appropriations for ongoing program. SEDC for year 4, 5, and 6.
12. Finalize agreement with Housatonic Railroad Company for all work. Crossings and relocation. Reopen crossing following acceptance from CT DOT. Bond must be maintained until reopened.

Other work related to the above requiring aldermanic authorizations is expected. The above represents big ticket items.

Partial funding for the above will originate from the CT DECD grant in place, CT DOT earmark in place and City appropriations as may be required.

Brownfields Report

Community Meeting: complete

Rolfite: VCOG grant approved and contract signed. Work over next 90 days.

Samaris: Put on the back burner by CT DEEP due to storms. Staff will update with them before next meeting. (Soils reuse planning update)

Axton Cross and Cel-lastik Update: Additional injection process complete.

EPA Community Involvement - Presentation sent to all principle partners.

Riverwalk Extension

- Meeting with State (VHB) and Engineer
- Categorical Exclusion approved by FHWA
- Rotondo negotiations will proceed within this month.

- Shooting for notice to proceed with final design in December/January timeframe.
- Construction in 2012 is still the target.

Naugatuck Valley Corridor/Economic Development District Showcase

Mr. Ryan showed pictures of Waterbury's Cherry Street Industrial Park project which project had recently been awarded \$1.2 million from the U. S. EDA. Also, the City of Derby received \$1 million.

NVC Economic Development District –

Assistance to the City of Derby

NVC “Economic Development District” and CEDS

- Current activities
- EDD status
- Work with CT DECD on post hurricane
- Work on Brownfields
- Assistance for Sterling
- Planning for Transportation
- Meeting with CT Department of Labor
- EDD designation still pending with U. S. EDA

Downtown Tour and SEDC Directors

Mr. Ryan accompanied members of the Citizens Advisory Board on a walking tour of Canal Street to visit actual sites and projects.

Business Tour and Infrastructure

Infrastructure Tour

Mr. Ryan showed a bridge in Farmington that incorporates designs that will be shared with the Valley Council of Governments. Discussion has taken place regarding upgrading the existing Derby/Shelton bridge.

Other business

1. Work with Planning and Zoning
2. Planning for Phase IV
3. Annual Meeting – Tuesday, December 13, 2011
4. Nominating Committee Report

Planning and Zoning Updates

***New Private Investment Opportunity**

An example of the return the City gets from new private investment is that of the Birmingham Condominium property. Prior to being rehabbed, the property paid \$4,000 in taxes. Today, with over 100 units, the Birmingham pays approximately \$400,000 in taxes.

Shelton Day 2011

Pictures were shown from this year's recent Shelton Day.

The Annual Meeting will be held on Tuesday, December 13, 2011, at 8:30 AM at Brownson Country Club. Mr. Ryan stated this year's Raymond P. Laviertes recipient is Fred Ruggio.

ADJOURNMENT –

Prior to adjourning, Chairman Schaible stated the asphalt plant downtown which was purchased by Avalon for \$7.2 million will soon become 250 units of new apartments adding to the tax roll.

Also, Jim Ryan has been appointed as a Director for a seven-year term to The Community Foundation for Greater New Haven along with a re-appointment to the Valley Community Foundation.

MOTION: A motion was made by Marty Coughlin and seconded by Ruth Parkins to adjourn at 9:15 AM. All in favor. Motion passed.

Respectfully submitted,

Aleta Miner