

DRAFT

**SHELTON ECONOMIC DEVELOPMENT CORPORATION
QUARTERLY MEETING**

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

**TUESDAY, JULY 12, 2011
8:30 AM**

The following directors were present:

Robert Caponi	Marty Coughlin	Peter DiCarlo
Sue Coyle	Ed DeMarseilles	Michelle Kawalautzki
David Grant	Tom Harbinson	Kate Marks
Michael Niedermeier	Mary Jane Paris	Bill Partington
Tony Pogoda	Fred Ruggio	Garrett Sheehan
Cristin Sheehy	Jim White	Mike Marcinek
Charlie Wilson	Pat Carey	Liz Schultz
Jim Cosgrove	Tom Harbinson	Ken Schaible
Guy Beardsley	Mary Jane Paris	Len Berger

Also attending: Jim Ryan, President; Aleta Miner

GREETING – Kenneth E. Schaible, Chairman

A quorum was met and 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 April 12, 2011.

MOTION: A motion was made by Michelle Kawalautzki and seconded by Jim White to approve the minutes of the Quarterly Meeting dated April 12, 2011 as submitted. All in favor. Motion passed.

FINANCE REPORT – James E. Ryan, President

- 2011 Fundraising continues. Presently at 90% of goal. Thanks to all for timely response!
- May financials have been distributed. Income remains steady and expenses are largely tracking budget.
- 2010 Audit complete and accepted. No questioned costs or findings. Auditor reappointed for three-year term.
- 2012 Budget under development.
- CEDS funding requests are being developed for activities from September 2011 through August 2012. The Community Foundation and the Katharine Matthies Foundation have been applied to for consideration of funding.
- SEDC Annual budget request approved by the City of Shelton.
- Executive Committee is working on an updated SEDC Personnel Plan. This is expected to be finalized in August/September.

A motion was entertained at this time to approve this morning's Financial Report.

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

PROGRAM REPORT – Downtown Revitalization All Programs, NVC/CEDS District Status –
James E. Ryan, President

Downtown Revitalization Canal and Wooster Infrastructure

- Final Design is 98% complete
- CT DEP approves Army Corp permit application.
- Army Corp approval expected in July timeframe.
- City awarded initial Canal Street road and rail demolition project this Thursday.
- UI slated to begin work July 13th. Two to three months effort expected.
- Confirmation from Railroad that they will allow utility crossing activities.

Final Activities

What is a flume? Mr. Ryan showed pictures and explained that the flumes were what provided the water power to all the factories. They are buried approximately 30 feet underground. They were a lateral connection that went from the canal to the building.

Phase III Phasing

- Nagy Contract (two weeks to go)
- UI July – September
- ATT – October (pending agreement) two months
- Other utility schedules being finalized

Avalon Bay: Radcliffe

- Site work scheduled to begin in August for two months duration
- Garage construction to follow (in the center of the property)
- Unit construction to follow
- Total Schedule estimated at 18 months
- Utility coordination meeting this afternoon with Avalon

Brownfield Progress

Both the groundwater cleanup on the Samarius and Axton Cross sites is proceeding. Analyticals are favorable and the soil vapor extraction system is going well. By the end of the year, there will be a better idea how long the process should take.

A map of three of the city's parcels downtown as part of the Phase II land disposition program was shown.

An additional funding request of \$58,000.00 for the Rolfite site is pending from the Valley Council of Governments for some unforeseen contamination.

The City has been invited to apply for a \$100,000 EPA grant through the Valley Council of Governments for a vacant parcel of land owned by Chromium Process.

All authorizations that are DEP approved are available to the public.

Other activities this year include installation of groundwater monitoring system required by CT DEP.

Brownfields Current Update Progress

- Meeting with CT DEP on all sites. Thumbs up on current progress and next steps.

- Rolfite as noted.
- Samarius pending soils reuse plan previously reported.
- Axton Cross/Cel-lastik supplemental groundwater injections proposed. Progress confirms effective remediation design "to date".
- Axton Cross SVE system results favorable to date.
- Grant application requested for Chromium vacant parcel under development.

Multiple agencies are involved in all the reviews; not just DEP.

Planning Considerations – Flood plain data reviewed for all sites.

Riverwalk Progress:

- Preliminary Design Finished
- Community Involvement Meeting Held
- Right-of-Way Plan confirmed for next phase
- Final Design to be negotiated
- CT DOT asks for slight alteration in scheduling of Final Design to be reviewed with City for concurrence
- Construction 2012 (depending on permits)

Citizens Advisory Board

Mr. Ryan showed a picture of the Community Involvement Meeting regarding the Riverwalk at which members of the Citizens Advisory Board attended. Discussion continued on the community meeting and the efforts of the Citizens Advisory Board, chaired by Jim Oram, were acknowledged.

NVC/CEDS Progress

Mr. Ryan discussed the recent changes being imposed on the Naugatuck Valley Corridor/Comprehensive Economic Development Strategy initiative.

Creation of State and Federal Economic Development District

- CT OPM approves NVC/CEDS
- CT DECD approves NVC/CEDS
- Governor Malloy approves NVC/CEDS
- Submission to EDA completed. Review process underway. No estimate on approval time at this point.
- Funding requested from Valley Community Foundation and Matthies Foundation. Additional requests to be made.

NVC CEDS Workplan for 2011- 2012

- Conduct quarterly meetings of Strategy and Advisory Committees
- Pursue OPM approval of CEDS
- Submit EDD application to U. S. EDA
- Conduct one transportation conference (2011 Fall)
- Conduct CEDS conference in Fall 2012
- Review Brownfields request from CT DECD and develop forms which allow for information collection. Develop ranking methodology specific to Brownfields that will assist region and state with priority setting.
- Update Annual Infrastructure Lists from Communities

- Provide Communities with Updated Demographic Information
- Prepare and submit Annual CEDS Report to U. S. EDA by June 30th of each year

There are eight regions in Connecticut and some towns that are not covered as of yet. However, the existing NVC/CEDS of eighteen towns will remain.

Municipal Partners

Mr. Ryan stated Cherry Street in Waterbury received approximately \$1.2 million and the City of Derby received \$1 million with bids currently out on the extension of an existing road in a smaller business park that runs parallel with the existing riverwalk.

Foundation Lake is still a high-tier project, downtown Shelton is a high-tier project, a planning activity with Derby that is a high-tier project, and Newtown has a high-tier project.

Other Partners:

Derby-Shelton Rotary Pavilion

- Dedicated to Richard O. Belden
- Sponsored by: Derby-Shelton Rotary Club – David Grant
- Administration by: SEDC – James Ryan
- In cooperation with: City of Shelton – Mayor Mark A. Lauretti
- Project Architect: Tate & Associates, LLC
- Structural Engineer: DeStefano & Chamberlain, LLC

A rendering of the original concept design done in 2009 along with the final design were shown.

Tentative Schedule

- CT DEP approves environmental approach (complete)
- Bid Opening complete – May 25, 2011
- Negotiation for Contract – May 25 – July 12, 2011
- Award Contract – July or August 2011
- Start Construction – July or August 2011
- Complete Construction – October/November 2011
- A Pre-bid contractors' meeting was held

NOTE: City funding confirmation will be required to proceed within this timeframe.

Economic Development Commission – Marketing

Mr. Ryan stated the 2011/2012 Annual Report is at the printers and will be in the mail by the end of the month. The Economic Development Commission were recognized for their contributions: Fred Ruggio, Chairman; Kate Marks, Vice Chairman; Pat Carey, Karen McGovern, Dr. Robert Burlison and Diane Luther, Secretary. Pictures from Flag Day were shown and Iroquois was acknowledged for their generous sponsorship. Questions were entertained. Chairman Schaible thanked Mr. Ryan for his presentation and asked for a motion to adjourn.

ADJOURNMENT –

MOTION: A motion was made by Michelle Kawalautzki and seconded by Fred Ruggio to adjourn at 9:21 AM. All in favor. Motion passed.

Respectfully submitted,
Aleta Miner