

UNAPPROVED MINUTES

Chairman Musante called to order the Regular Meeting of the Economic Development Commission at 6:00 PM, Shelton Economic Development Corporation, 475 Howe Avenue, Suite 202, Shelton, CT 06484.

The following Commissioners were present to constitute a quorum:

Fred Musante, Chairman
Fred Ruggio, Vice Chairman
Dr. Robert Burlison
Kate Marks
Karen McGovern (arrived 6:05)

Also Present: James Ryan, President, Shelton Economic Development Corporation

MEETING ON TAPE, ON FILE, CITY/TOWN CLERK'S OFFICE (1 TAPE)

1.0 APPROVAL OF MINUTES OF DECEMBER 12, 2006 SPECIAL MEETING:

Commissioner Burlison moved to approve the minutes of the Special Meeting held December 12, 2006. Commissioner Marks seconded the motion. Discussion. Commissioner Ruggio commented on the meeting schedule for the subcommittees. Chairman explained that the subcommittees will be recessed sine die. All were in favor. (Commissioner Ruggio abstained, as he was not present at December 12 meeting.) Motion carried.

2.0 REPORT OF JAMES RYAN, PRESIDENT, SEDC:

Mr. Ryan reviewed the progress of downtown. Discussion of Canal Street paving and pending installation of lights. Contractor will return in the spring for some punch list work, but the contract will be closed out by May or June. Mr. Ryan commented about a minor dispute involving the electric supply that has been affected on the area next to the clock. It is a low-value claim that will be resolved.

(Note: Commissioner McGovern arrived at 6:05.)

Planning & Zoning will be acting on zoning regulations for Canal Street this spring. Brief discussion of a recent media report indicating a decline in the condo market. This area remains strong. The developer of Birmingham condo project has about 70 units under contract for sale and is looking at spring occupancy. Mr. Ryan said the developer has to get up to speed on his State Traffic Commission requirements for the project that will affect how the traffic is laid out. Planning and Zoning is looking at zoning for the end of Canal Street (second Guedes project – Star Pin Building), and their conclusions should be done by spring.

The negotiating committee on the riverwalk extension should have a fee and contract for the State and the Mayor to look at in the next two weeks. Mr. Ryan explained the various phases of the project.

The Mayor sent a letter to Northeast Utilities for purchase or lease of the parking lot adjacent to the Conti Building. The City is looking toward securing it permanently through a very long-term lease or purchase. The purchase has contamination-related issues associated with it.

Mr. Ryan said during December we applied for the Rolfite grant again. Last year we were unable to use it because we hadn't acquired the property. The City has said they will acquire it by April 15. They have already acquired the Samarius property.

Mayors of Shelton and Derby have gotten the State to agree to remove the fences from the Derby/Shelton Bridge. Improvements such as decorative fences and lights will be discussed with both towns.

Mr. Ryan discussed the plans resubmitted by the developer (Guedes) that included several changes submitted by the citizens and others. One such change will be that the canal will remain in a downsized version and will be a focal point. Further discussion of planned enhancements.

3.0 REVIEW AND UPDATE OF ONGOING PROJECTS:

3.1 COMMUNITY/BUSINESS NEWSLETTER

The last edition was published in December. Work is currently being done on March edition, while at the same time articles are being prepared for the June issue. Decision was made to have an ongoing feature in each issue on Shelton women of distinction instead of devoting a special issue to the topic. There are several nominations to be considered.

3.2 ANNUAL REPORT

Our request for departmental information is being worked on by City Hall. Chairman Musante explained that the subcommittees for newsletter and annual report will meet in tandem every other week. The three printing bids received were as follows:

Courier Printing Corporation - \$14,290
Integrity Graphics - \$12,227
Five Star Graphics - \$10,860

Chairman Musante discussed a letter he sent to the Chairman of Apportionment and Taxation requesting discretion to accept the bid of Integrity Graphics, based on our previous experience with them and their proven ability to produce a quality product. The difference between the prices from Integrity Graphics and Five Star Graphics was not so significant as to jeopardize the integrity of the piece. A&T agreed and will allow this.

Commissioner McGovern moved to place a purchase order for Bid #27-82 for printing of the 2007-2008 Annual Report with Integrity Graphics at a cost of \$12,227 per specifications provided, to be charged to our Annual Report Account. Commissioner Burlison seconded. All were in favor. Motion carried.

Clerk will send confirming letter to Purchasing.

Helen Musante has completed the painting for the cover.

3.3 FLAG DAY PICNIC – JUNE 15, 2007

Discussion of music for event. The quote from Coastal Chordsmen is about a third the cost of New Haven Symphony brass quartet we used in the past.

Commissioner Ruggio moved to place a purchase order for Coastal Chordsmen for providing singing entertainment at the Flag Day Picnic for two hours at a cost of \$500, to be charged against our Meetings and Travel account. Commissioner Marks seconded. All were in favor. Motion carried.

3.4 MAIN EVENT

This event is tentatively set for late afternoon of Thursday, May 17, in the atrium of Birmingham Condos. The Mayor will give a state of the city address and update. Mr. Guedes, the developer, will explain more fully his future plans for Canal Street. A model depicting the riverfront plans would be desirable. We are limited to 150-200 guests, by invitation only. Commissioners are welcome to submit names. We have a tentative budget of \$4,100, excluding cost of invitations. Chairman is hoping to meet with the Mayor next week to discuss.

3.5 PROPOSED JOINT BUS TOUR IN SPRING

The bus tour may be held in April. The bus holds 22, and we expect to fill it with invited guests from P&Z and Conservation.

**ECONOMIC DEVELOPMENT COMMISSION
REGULAR MEETING**

JANUARY 16, 2007

4.0 BUDGET REVIEW:

4.1 CURRENT BUDGET

Commissioner Ruggio distributed and discussed a budget review based on his current information. We have spent about \$17,000 so far, with \$43,337 remaining.

4.2 DISCUSSION AND APPROVAL OF 2007/2008 BUDGET REQUEST

Commissioner Ruggio reviewed each line item of our request and discussion held.

Commissioner Ruggio moved to accept the Economic Development Commission budget request as presented and submit it to the Finance Director. Commissioner Burlison seconded. All were in favor. Motion carried.

5.0 AREA PROJECTS:

5.1 COG

Nothing new to report.

5.2 VALLEY TRANSIT DISTRICT

The board will not meet until February. Things are improving under the new management and vigilance of mayors, and they expect to bring VTD around. They are to be commended for their accomplishments.

5.3 LONG RANGE PLAN

Chairman Musante commented that Planning & Zoning is making decisions based on the parameters of the Long Range Plan.

6.0 OLD BUSINESS:

No discussion.

7.0 NEW BUSINESS:

No discussion.

8.0 ADJOURNMENT:

(Note: Side B - 6:53)

There being no further business, Commissioner Marks moved to adjourn at 6:55 PM. Commissioner Ruggio seconded the motion. All were in favor. Motion carried.

ATTEST: Diane Luther, Clerk
Economic Development Commission

DATE APPROVED BY MEMBERS:

THE NEXT REGULAR MEETING WILL BE HELD ON TUESDAY, FEBRUARY 20, 2007, AT 6:00 PM, SHELTON ECONOMIC DEVELOPMENT CORPORATION.