

**ECONOMIC DEVELOPMENT COMMISSION
REGULAR MEETING**

JUNE 19, 2007

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 (arrived 6:15)

Member Absent: Karen McGovern

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 MAY 15, 2007 REGULAR MEETING:

Commissioner Burlison moved to approve the minutes of the Regular Meeting held May 15, 2007. Commissioner Ruggio seconded the motion. All were in favor. Motion carried.

2.0 REPORT OF JAMES RYAN, PRESIDENT, SEDC:

Mr. Ryan announced that the City has been awarded a Brownfields grant for the Rolfite site. The U.S. EPA awarded the City of Shelton \$200,000 toward expected \$270,000 Rolfite site cleanup. SEDC is the repository for information concerning this grant. Work plan is under development and will be available on City of Shelton website. The Citizens Advisory Committee will sponsor a required public hearing. The City changed the zone for the Phase 2 parcels; June 29 is effective date. Paperwork will be started next month on the program plan change. The developer and his team closed on the asphalt plant (\$5.6M acquisition). If the City had to do this, it would include the acquisition, legal fees, environmental study fees, and demolition fees. This action saves the City about \$9M. The developer does not have final approval from the State Traffic Commission on the original building, but he is on the agenda for today with a second meeting on June 25. This approval is needed in order to issue Certificates of Occupancy. Mr. Ryan said that this acquisition is giant for downtown.

(Note: Commissioner Marks arrived 6:15)

Mr. Ryan commended the Commission for accomplishing some big projects this year including the newsletter, main event, Flag Day Picnic, and the upcoming Annual Report. Photos of the Picnic were reviewed.

3.0 REVIEW AND UPDATE OF ONGOING PROJECTS:

3.1 COMMUNITY/BUSINESS NEWSLETTER

Chairman Musante said a suggestion was made that we write an article to promote the positive working relationship between the Board of Education and the City as they work jointly on the Board of Education Technology Committee. The November issue will be published November 14, after the election.. There will be a work session on June 28 at noon to discuss the structure of the next issue. Commissioners were asked to submit any ideas regarding possible articles and thoughts on "Women of Distinction" for discussion. All ideas are encouraged.

Chairman Musante discussed the need for a statement of objectives, defining the purpose of Shelton Life. We are non-political and will not publish PR or advertising. We want to reflect upon the people, places and events of our city. What occurs with businesses directly impacts the residents. The statement needs to be defined as soon as possible so that we can get input from the Mayor and others.

Commissioner Ruggio commented that while we have been focusing on downtown, we also need to include all of Shelton (Huntington Center, Leavenworth Road, and River Road/south end.) This should be part of our statement. Chairman Musante said two pages were allotted in this last issue for Huntington Center but no input was received from their merchants association. It is our goal to represent each section of the City. Mr. Ryan commented that the Mayor had asked us to promote downtown as much as possible to keep the public informed. Chairman Musante talked about the riverfront development and the positive impact on the grand list. He stated that those who worked on the plan update realize that we had a position several years ago where the tax base was about 27% business/industrial, and it is now down to about 17% - a dramatic difference that puts more and more pressure on the individual homeowner.

3.2 ANNUAL REPORT

The purchase order for Integrity Graphics has been amended to increase the quantity of copies from 16,500 to 20,000 – increasing the amount about \$3,000. There is money in our budget to cover this increase. We expect copy about two weeks after it gets to the printer. Copies will be sent directly to Automated Mailmen in Beacon Falls for mailing process. Automated Mailmen will make delivery to the post office, and the remaining 2,500 copies will be delivered to SEDC.

The report will include a major article on SEDC's 25th anniversary, as well as an article on Brownfields, explaining the process of cleaning contaminated land and turning it into productive land for industrial/commercial/public use. General discussion was held regarding the landfill property near Sikorsky.

There will be a final meeting with Don Coiro this Friday at 10:30.

3.3 FLAG DAY PICNIC – JUNE 15, 2007

Chairman Musante stated the event was successful with incredible weather and a great crowd of invited guests and some walk-ins. He wanted to go on record that Diane was the catalyst for the art contest by arranging connections with Board of Education personnel. The contest was a huge success and will now become an annual activity. The Art Department will meet in September to plan for next year. Commissioners were asked to submit input on the structure we used this year (gr. 2-4; 5-6; 7-8; 9-12) and determine if this needs to be changed. Currently, there are 20 awards with each division receiving a first, second, and two honorable mention awards. Superintendent Willink was enthusiastic and pleased with the results and has agreed to work with the Commission to have more of the winning students in attendance at next year's picnic. An issue is the closing date of schools, which is set but varies depending on the number of snow days. A suggestion was made to explore the possibility of having Valley Transit transport the children. The two parochial schools will be included in the contest. Ongoing communication with the Board of Education will occur. Mr. Ryan said he will look at the possibility of getting grant monies to fund the prizes for next year. There will be more discussion of the art contest at our next meeting. It was agreed that the planning process will start earlier next year. We have been asked to provide three quotes for catering. The issue is that it is difficult to find anyone to provide the service at a reasonable cost.

4.0 BUDGET REVIEW:

4.1 CURRENT BUDGET

Commissioner Ruggio distributed and discussed a budget review. We still have about \$8,800 and are in good shape. Mr. Ryan stated that Iroquois Gas contributed \$2,000 to help with the Picnic expenses.

4.2 FY 2007/2008 BUDGET REQUEST

No discussion.

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5.0 AREA PROJECTS:

5.2 VALLEY TRANSIT DISTRICT

Chairman Musante said he is very optimistic due to the way it is now being managed. Valley Transit is devising a plan to work with local companies throughout the Valley to transport workers.

(Note: Side B – 6:45)

5.3 LONG RANGE PLAN

Chairman Musante said the group meets occasionally and that he has some mixed feelings on how the plan is being followed.

6.0 OLD BUSINESS:

Main Event – This event was successful; however, there were some comments that the women attending did not connect as much to the speaker. This will be a consideration when choosing speakers for future events.

7.0 NEW BUSINESS:

No discussion.

8.0 ADJOURNMENT:

There being no further business, Commissioner Marks moved to adjourn at 6:59 PM. Commissioner Burlison seconded the motion. All were in favor. Motion carried.

ATTEST: Diane Luther, Clerk
Economic Development Commission

DATE APPROVED BY MEMBERS:

THE JULY MEETING IS CANCELLED. THE NEXT REGULAR MEETING WILL BE HELD ON TUESDAY, AUGUST 21, 2007, AT 6:00 PM, SHELTON ECONOMIC DEVELOPMENT CORPORATION.