

**ECONOMIC DEVELOPMENT COMMISSION
SPECIAL MEETING**

MARCH 1, 2016

Chairman Fred Ruggio called to order a Special Meeting of the Economic Development Commission at 6:04 PM at the offices of the Shelton Economic Development Corporation, 475 Howe Avenue, Suite 202, Shelton, Connecticut.

The following commissioners were present to constitute a quorum:

| | |
|----------------------------|----------------|
| Frederick Ruggio, Chairman | Karen McGovern |
| Pat Carey | Doug Dempsey |

Absent: Kathleen McNichols-Marks

Also present: Aleta Miner, Clerk

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

PUBLIC PORTION

There was none.

APPROVAL OF MINUTES

Pat Carey moved to approve the minutes of the Regular Meeting of December 15, 2015; seconded by Karen McGovern; vote 4-0 motion passed.

SHELTON ECONOMIC DEVELOPMENT CORPORATION (SEDC) UPDATE

Chairman Ruggio talked about the Chromium Process site. The outside contractor's estimate to demolish the building came in higher than originally thought. However, the building is tentatively on schedule to come down the third quarter of 2016.

Also discussed was the building at 223 Canal Street which juts out on Canal Street. Plans are to demolish the building to allow for the next phase of Canal Street to be built without affecting the canal. Development plans of that site have been submitted by Developer John Guedes.

REVIEW AND UPDATE OF ONGOING PROJECTS

Community/Business Newsletter

Chairman Ruggio stated the next issue of Shelton Life will most likely go out in April. This issue will again focus on economic development. There is a national competition in 2017 called The Phoenix Awards that recognize excellence in brownfields redevelopment which places Shelton in a good light for a possible award. Chairman Ruggio would like to plan for another issue of Shelton Life at the the end of May prior to the Flag Day event.

BUDGET

Current Budget

The current budget was distributed showing expenses to date as well as encumbrances for purchase orders with respect to the Shelton Life issues.

Acceptance and Approval of Budget 16'/17'

The budget for fiscal year 2016/17 was submitted to the city Finance Department as required by February 15th. Chairman Ruggio said it is similar to the budget submitted two years ago. A breakdown of line items was reviewed. An allocation of \$30,000 has been placed in next year's budget for the city's Biennial Report.

Doug Dempsey moved to accept the Economic Development Commission budget for 2016/2017 as prepared and submitted to the city's Finance Department; seconded by Pat Carey; vote 4-0; motion passed.

UNFINISHED BUSINESS

Discussion of business-related activities by year-end 6/30/16.

Chairman Ruggio explained the need to get purchase orders for upcoming events. The Art Contest in collaboration with the Board of Education will need a purchase order as well one for the Flag Day event. Chairman Ruggio explained the process is more involved. Any expense over \$100 needs a purchase order number. Any expense over \$2,000 not exceeding \$7,999.99 needs three (3) written quotes. The Commissioners were asked to recommend vendors for

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 Margaret A. Ruggio

tents, tables and food so quotes can be solicited. Also, any ideas for the next issue of Shelton Life are welcome.

NEW BUSINESS

The next Shelton Life workshop is scheduled for Monday, March 7, 2016 at noon at the SEDC offices.

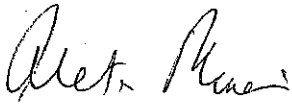
Chairman Ruggio said he will contact Ellen Cox, Art Department Chair, to coordinate the upcoming Art Contest .

ADJOURNMENT

The next meeting of the EDC will be Tuesday, March 15, 2016, at 6:00 PM at the SEDC offices..

There being no further business to come before this meeting, Doug Dempsey moved to adjourn at 6:20 PM; seconded by Pat Carey, vote 4-0; motion passed.

Respectfully submitted,



Aleta Miner, Clerk

DATE APPROVED BY MEMBERS: