



**REVISED**

**BOARD OF ALDERMEN REGULAR MEETING AGENDA**  
**THURSDAY, AUGUST 14, 2025 AT 5:30 P.M. IN AUDITORIUM**  
SHELTON CITY HALL, 54 HILL STREET, SHELTON CT  
*Live-Streamed at [www.cityofshelton.org](http://www.cityofshelton.org)*

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*The Board of Aldermen Regular Meeting will be live-streamed on the City of Shelton's website: [www.cityofshelton.org](http://www.cityofshelton.org). Members of the public may also attend the meeting in person at Shelton City Hall.*

- CALL OF THE MEETING
- PLEDGE OF ALLEGIANCE
- ROLL CALL
- PUBLIC PORTION
- AGENDA ITEMS

**MINUTES FOR APPROVAL**

**1.1 MINUTES FOR APPROVAL**

1.1 BOARD OF ALDERMEN REGULAR MEETING – JULY 10, 2025

**5.1 FINANCE COMMITTEE**

5.1.1 NO ITEMS

**5.2 PUBLIC HEALTH & SAFETY COMMITTEE**

5.2.1 NO ITEMS

**5.3 STREET COMMITTEE**

5.3.1 NO ITEMS

**REPORT OF THE MAYOR**

**REPORT OF THE PRESIDENT**

**6- LEGISLATIVE – OLD**

6.1 ITEMS FROM PUBLIC HEARING

6.1 A NO ITEMS

**7 – FINANCIAL BUSINESS – OLD**

7.1 NO ITEMS

*Stephanie A. Pappas*  
2025 AUG 14 11:30  
CITY OF SHELTON  
TOWN CLERK

**8 - FINANCIAL BUSINESS - NEW**

- 8.1 AUGUST STATUTORY REFUNDS
- 8.2 DOWNTOWN SHELTON ADA IMPROVEMENTS
- 8.3 ASSESSOR'S MOTOR VEHICLE REGISTRATION INVESTIGATION PROGRAM
- 8.4 ADOPTION OF CITY FLAG AND FUNDING FOR PURCHASE OF FLAGS
- 8.5 FUNDING FOR THE REHABILITATION OF THE DOWNTOWN POST OFFICE PARKING LOT
- 8.6 FUNDING FOR SHELTON STUDENT TRANSPORTATION SERVICES VEHICLES – WAIVER OF BID
- 8.7 FUNDING FOR SHS BOYS & GIRLS SOCCER TEAM UNIFORMS
- 8.8 FUNDING FOR REFINISHING OF MOHEGAN SCHOOL GYM FLOOR
- 8.9 FUNDING FOR REPEATER & RADIOS FOR SHELTON PUBLIC SCHOOL DISTRICT COMMUNICATION/SECURITY SYSTEM
- 8.10 FUNDING FOR NEW SECURITY ACCESS CONTROL SYSTEM AT PERRY HILL SCHOOL
- 8.11 FUNDING FOR REHABILITATION OF OUTDOOR CONCRETE STEPS & RAILING LOCATED ON PROSPECT ST. SIDE OF CITY HALL – LOCIP ELIGIBLE**
- 8.12 FUNDING FOR REHABILITATION OF ADA ACCESSIBLE WALKWAY FROM PROSPECT ST. TO CITY HALL– LOCIP ELIGIBLE**

**9 – LEGISLATIVE – NEW**

- 9.1 ITEMS TO PUBLIC HEARING
- 9.1 A. AMENDMENT TO ORDINANCE #104 ECONOMIC DEVELOPMENT COMMISSION (CODE OF ORDINANCES - ARTICLE VI. SEC.12-91 to 12-94)

**10 - EXECUTIVE SESSION**

- 10.1 REQUEST TO MOVE TO EXECUTIVE SESSION
- 10.2 NO ITEMS

ADJOURNMENT

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**REVISED MOTION**

8.6 FUNDING FOR SHELTON STUDENT TRANSPORTATION  
SERVICES VEHICLES– WAIVER OF BIDS

Move, per the recommendation of the Finance Director, to waive the bidding process for the purchase of a used 2022 Nissan Rogue SUV, a used 2025 Nissan Kicks Hatchback and used 2022 Nissan Rogue SUV for Shelton Student Transportation Services with funding in an amount of \$68,062 to come from aldermanic bonding pursuant to Section 7.16 of the City Charter.

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203-924-1555

*City of Shelton  
54 Hill Street  
Shelton, CT 06484*

City of Shelton  
Purchasing Department  
Waiver of Bid

Date: August 5, 2025  
TO: Board of Alderman  
FROM: Grace Zweig, Director of Finance, City of Shelton  
RE: Waiver of Bidding Process Regarding Purchase of a used 2022 Nissan Rogue SUV, a used 2025 Nissan Kicks Hatchback and a used 2022 Nissan Rogue SUV for Shelton Student transportation.

In accordance with Charter Section 7.14.3(d) and the information received from Frank Scalzo, School Bus Transportation Director, a waiver of the bidding process is hereby recommended for Aldermanic consideration. These vehicles are currently available at a local dealership at a low price. The SUVs are ready for immediate purchase.

Pricing are as follows: Used 2022 Rogue SUV: \$ 21, 194.00; Used 2025 Nissan Kicks Hatchback: \$ 21,394.00; Used 2022 Nissan Rogue SUV: \$ 25,474.00

It would be unwise to go out to bid, as we'd lose the exceptionally low pricing of these vehicles and we would not have these vehicles in time to begin the new school year.

Sincerely,

Grace K. Zweig  
Director Of Finance  
City of Shelton

cc: Mark Lauretto, Mayor

Retail Worksheet		Send To F&I	
Deal #	241586	Deal Status	Stored
Deal Date	07/19/2025	Program	Normal
Deal Type	Retail	Financial Inst.	CASH
Sales Price	22,195.00	Vehicle	
CRV	1,600.00	Vehicle	
Discount	20,595.00	Vehicle	
Selling Price	0.00	Vehicle	
Aftermarkets	0.00	Vehicle	
DOC FEE	599.00	Vehicle	
VSI Premium	0.00	Vehicle	
ESC Premium	0.00	Vehicle	
Maintenance	0.00	Vehicle	
GAP Premium	0.00	Vehicle	
LAH/IUI	0.00	Vehicle	
Prior Lease Bal	0.00	Vehicle	
License Fee	0.00	Vehicle	
Dealer Fees	0.00	Vehicle	
Total Fees	0.00	Vehicle	
Total Taxes	0.00	Vehicle	
Total Price	21,194.00	Vehicle	
Trade Difference	20,595.00	Vehicle	
Down Payment		Vehicle	
Cash Down	0.00	Vehicle	
Deposit	0.00	Vehicle	
Total Rebates	0.00	Vehicle	
Total Trade Allow	0.00	Vehicle	
Total Trade Payoff	0.00	Vehicle	
Total Net Trade	0.00	Vehicle	
Total Def Down	0.00	Vehicle	
Total Down Payment	0.00	Vehicle	
Payment		Vehicle	
Term	1	Vehicle	
Sell Rate	0	Vehicle	
AOR		Vehicle	
# Days 1st Payment	45	Vehicle	
Payments Per Year	12	Vehicle	
1st Payment Date	09/02/2025	Vehicle	
Prepaid Fin Charge	0.00	Vehicle	
APR		Vehicle	
Amount Financed	21,194.00	Vehicle	
Finance Charge	0.00	Vehicle	
Total of Payments	21,194.00	Vehicle	
Total Sales Price	21,194.00	Vehicle	
<b>Payment</b>	<b>21,194.00</b>	Vehicle	

**Vehicle Information**

VIN: 5N1BT3BB9NC717742 Stock #: HB861 Model Code: 22212

CONDITION Used MILEAGE 68,986

BODY STYLE SUV ENGINE 3 Cyl

EXTERIOR COLOR Brilliant Silver TRANSMISSION AWD

INTERIOR COLOR Charcoal FUEL TYPE Gasoline Fuel

**\$ 21,194**

**Retail Worksheet**

Send To F&I

Deal #

Deal Date

Deal Type

Financial Inst.

Program

Deal Status

Sales Price	21,995.00
CRV	1,200.00
Discount	20,795.00
Selling Price	0.00
Aftermarkets	599.00
DOC FEE	0.00
VSI Premium	0.00
ESC Premium	0.00
Maintenance	0.00
GAP Premium	0.00
LAH/IUI	0.00
Prior Lease Bal	0.00
License Fee	0.00
Dealer Fees	0.00
Total Fees	0.00
Total Taxes	0.00
Total Price	21,394.00
Trade Difference	20,795.00

Down Payment	
Cash Down	0.00
Deposit	0.00
Total Rebates	0.00
Total Trade Allow	0.00
Total Trade Payoff	0.00
Total Net Trade	0.00
Total Def Down	0.00
Total Down Payment	0.00

Payment	
Term ▲▼	1
Sell Rate	0
AOR	
# Days 1st Payment	45
Payments Per Year	12
1st Payment Date	09/01/2025
Prepaid Fin Charge	0.00
APR	
Amount Financed	21,394.00
Finance Charge	0.00
Total of Payments	21,394.00
Total Sales Price	21,394.00

Vehicle

New  Used  Demo  Cert.

Stock #   1

Year

Make

Model

Style

Odometer

Buyer

Customer #

Last

First

Company

Reg State

County

**Payment 21,394.00**

**Vehicle Information**

VIN: 3N8AP6BB9SL305B47 Stock #: N5460A Model Code: 21015

CONDITION Used MILEAGE 10,316

BODY STYLE Hatchback 4 Dr. ENGINE 4 Cyl

**\$ 21,394**

EXTERIOR COLOR Fresh Powder TRANSMISSION AWD

INTERIOR COLOR Charcoal FUEL TYPE Gasoline Fuel

Deal #  Deal Date  Deal Type  Financial Inst.  Program  Deal Status  Status

Vehicle  Detach

New  Used  Demo  Cert.

Stock #  1 Year  Make  Model  Style  Odometer

Buyer Customer #  Last  First  Company  Reg State  County

**Retail Worksheet**

Send To F&I

Sales Price	25,495.00
CRV	
Discount	620.00
Selling Price	24,875.00
Aftermarkets	0.00
DOC FEE	599.00
VSI Premium	0.00
ESC Premium	0.00
Maintenance	0.00
GAP Premium	0.00
LAH/IUI	0.00
Prior Lease Bal	0.00
License Fee	0.00
Dealer Fees	0.00
Total Fees	0.00
Total Taxes	0.00
Total Price	25,474.00
Trade Difference	24,875.00

Down Payment	
Cash Down	0.00
Deposit	0.00
Total Rebates	0.00
Total Trade Allow	0.00
Total Trade Payoff	0.00
Total Net Trade	0.00
Total Def Down	0.00
Total Down Payment	0.00

Payment	
Term	1
Sell Rate	0
AOR	
# Days 1st Payment	45
Payments Per Year	12
1st Payment Date	09/02/2025
Prepaid Fin Charge	0.00
APR	
Amount Financed	25,474.00
Financa Charge	0.00
Total of Payments	25,474.00
Total Sales Price	25,474.00
<b>Payment</b>	<b>25,474.00</b>

**Vehicle Information**

VIN: JN8BT3BB1NW335308 Stock #: H8870 Model Code: 22212

**\$ 25,474**

CONDITION Used MILEAGE 28,856

BODY STYLE SUV ENGINE 3 Cyl

EXTERIOR COLOR Pearl White Trico TRANSMISSION AWD

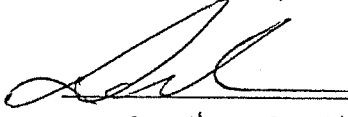
INTERIOR COLOR Charcoal FUEL TYPE Gasoline Fuel

## 8.7 FUNDING FOR SHS BOYS & GIRLS SOCCER TEAM UNIFORMS

Move to appropriate an amount of \$12,689.16 for the purchase of SHS Boys & Girls Soccer Team uniforms with funding in an amount of \$12,689.16 to come from aldermanic bonding pursuant to Section 7.16 of the City Charter.

**OFFICIAL AWARD DOCUMENT  
CITY OF SHELTON  
CENTRAL PURCHASING DEPARTMENT**

**This document is for Purchasing Department Use**

Shelton Bid Number: 2020 - 05  
 Department Requesting Purchase: BOE  
 Description of Item/Service Purchased: Soccer Uniforms  
 General Ledger Acct # for Funding: \_\_\_\_\_  
 Funds Approved and Available? Yes  
 Recommendation to Award To: Blink Marketing Inc.  
 Authorized Signature:   
 Print Name: Scott Snell  
 Date: 8-12-25  
 Bids received:

Vendor Name	Amount of Bid	Specifications Met: <input checked="" type="radio"/> Yes/ <input type="radio"/> No
<input checked="" type="checkbox"/> Blink Marketing Inc	12,689.16	Yes
J.C. Promotional	12,847.94	Yes
Ad-Merica	14,440.56	Yes

Contract Awarded to: Blink Marketing Inc.  
 Date: 8-12-25

**For CHRO Contracts:**

City construction projects exceeding \$50,000, funded in whole or in part by the State of Connecticut for renovations, improvements, rehabilitations, extensions or demolition of a public building or highway require additional CHRO information.

State Issued Project #: \_\_\_\_\_  
 State Funding Agency and Program: \_\_\_\_\_  
 State Funded Portion of the Contract amount: \_\_\_\_\_  
 Project work dates: Start date: \_\_\_\_\_ End Date: \_\_\_\_\_  
 Project address: \_\_\_\_\_  
 Name of Contract Signer (Vendor): \_\_\_\_\_

**8.11 FUNDING FOR REHABILITATION OF OUTDOOR CONCRETE STEPS & RAILING LOCATED ON PROSPECT ST. SIDE OF CITY HALL – LOCIP ELIGIBLE**

Move to add the rehabilitation of the outdoor concrete steps and railing located on the Prospect Street side of City Hall to the Capital Improvement Plan with funding in an amount of \$7,440 to come from LoCIP.

**MARK MASONRY, LLC**

76 Wooster Street, Shelton, CT 06484  
203-996-6266

**Invoice**

Date: 8-11-25 PO Number: \_\_\_\_\_

Name: CITY OF SHELTON Telephone: \_\_\_\_\_

Address: 54 HILL STREET, SHELTON CT. 06484

Mailing address if different \_\_\_\_\_

FORM AND POUR CONCRETE STEPS @ CITY HALL

QTY	DESCRIPTION	AMOUNT	
2	DAYS LABOR + MATERIALS	\$3,600	00

*Thank You*

TOTAL 3,600<sup>00</sup>  
DEPOSIT  
BALANCE



08/12/25

City of Shelton  
Public Works  
Department of Maintenance

City Hall Railings

-Fabricate and install 2 line pipe rail for new concrete steps on Prospect St. Railings will be installed on one side of the steps. Posts will be core drilled and set in concrete. Approximately 32 linear feet of railings. All railings to be painted gray.

**Total Price \$3,840.00**

**8.12 FUNDING FOR REHABILITATION OF ADA ACCESSIBLE  
WALKWAY FROM PROSPECT ST. TO CITY HALL– LOCIP  
ELIGIBLE**

Move to add the rehabilitation of an ADA accessible walkway from Prospect Street to City Hall to the Capital Improvement Plan with funding in an amount of \$7,158.93 to come from LoCIP.

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