



BOARD OF ALDERMEN REGULAR MEETING AGENDA
THURSDAY, JULY 10, 2025 AT 5:30 P.M. IN AUDITORIUM
SHELTON CITY HALL, 54 HILL STREET, SHELTON CT
Live-Streamed at www.cityofshelton.org

The Board of Aldermen Regular Meeting will be live-streamed on the City of Shelton's website: 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 – JUNE 12, 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

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2025 JUL -3 P 1:06

CITY OF SHELTON
TOWN CLERK

8 - FINANCIAL BUSINESS - NEW

8.1 JULY STATUTORY REFUNDS

8.2 U.S. POSTAL SERVICE LEASE AGREEMENT FOR PROPERTY LOCATED
AT 41 CHURCH STREET

8.3 ADOPTION OF NEWTOWN SAVINGS BANK RESOLUTION

8.4 FUNDING FOR LOTCIP PREPARATION SERVICES – EXTENSION OF
CONSTITUTION BOULEVARD

8.5 PURCHASE OF LAND FROM STATE OF CONNECTICUT

8.6 FUNDING FOR CITYWIDE ROAD REPAIRS

9 – LEGISLATIVE – NEW

9.1 ITEMS TO PUBLIC HEARING

9.1 A. NO ITEMS

10 - EXECUTIVE SESSION

10.1 REQUEST TO MOVE TO EXECUTIVE SESSION

10.2 NO ITEMS

ADJOURNMENT

MINUTES FOR APPROVAL

1.1 MINUTES FOR APPROVAL

Move to waive the reading and approve the following meeting minutes:

1.1 BOARD OF ALDERMEN REGULAR MEETING – JUNE 12, 2025

Minutes can be viewed on the city website: www.cityofshelton.org.

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

8 - FINANCIAL BUSINESS - NEW

8.1 JULY STATUTORY REFUNDS

Move that the report of the Tax Collector relative to the refund of taxes for a total amount of \$2,918.36 be approved and that the Finance Director be directed to make payments in accordance with the certified list received from the Tax Collector with funds to come from the Statutory Refunds Account 001-0000-311.13.00.

(Supporting documentation from the Tax Collector is on file with the agenda in the Town Clerk's Office)

July 2025 Refunds (27)

Refund Report
 Year 2008 To 2023 Dist To Order By Bill Number Include Susp : No Suspense Recap by Bank : No Recap by District No Tax/Def All Terminal #: All
 S-D Name

Cash Type : CITY
 Tax Paid
 Int Paid
 Lien Paid
 Fee Paid
 Bint Paid
 Prop Loc./Vehicle

Date: 07/01/2025 Page: 1

Bill #	S-D Name	Year	Dist	To Order By	Bill Number	Include Susp	No Suspense Recap by Bank	No Recap by District	No Tax/Def	All Terminal #	Last Date RF	1	2	3	4	5	6	7	8	9	10	11	12		
2023-01-0000882	TROVARELLI NICHOLAS	18	18	100							07/01/2025	1	HEMLOCK DR	FAIRCHILD	CV2	PAINT									
2023-01-0004895	CAVALIERE CHRISTOPHER J	65	29	1							07/01/2025	1	RIVENDELL DR												
TOT REAL ESTATE	# Of Accts: 2																								
2023-03-0058043	DAIMLER TRUST	58043									07/01/2025	M005	BD42660	4JGFB4KB7NA	657059										
2023-03-0088141	VW CREDIT LEASING LTD	88141									07/01/2025	M021	368TGW	WALBRAFY8M2	129066										
2023-03-0088183	VW CREDIT LEASING LTD	88183									07/01/2025	M021	AR27191	WALAAAFY8M2	092547										
2023-03-0088220	VW CREDIT LEASING LTD	88220									07/01/2025	M021	BA52051	WALDECF31M1	022184										
2023-03-0088246	VW CREDIT LEASING LTD	88246									07/01/2025	M021	BD14630	WAU8DAF85MN	022835										
TOT MV	# Of Accts: 5																								
2023-04-0085923	VW CREDIT LEASING LTD	85923									07/01/2025	S817	AY68224	IV2TR2CA8MC5	233580										
TOT MVS	# Of Accts: 1																								
YEAR 2023	# Of Accts: 8																								
GRAND TOTAL	# Of Accts: 8																								

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July 2025 Refunds

-2,918.36

-2,918.36

2,022.20

8.2 U.S. POSTAL SERVICE LEASE AGREEMENT FOR PROPERTY LOCATED
AT 41 CHURCH STREET

MOVE to approve the Lease Agreement between the City of Shelton and the United States Postal Service for premises located at 41 Church Street.

Further, authorize Mayor Mark A. Lauretti to sign all documents and effectuate said agreement.



Lease (Multi-Tenant Form)

Facility Name/Location
SHELTON - HUNTINGTON STATION (086902-003)
41 CHURCH ST STE 2, SHELTON, CT 06484-9991

County: Fairfield
Lease: QU0000792409

This Lease, by and between CITY OF SHELTON, ("**Landlord**") and the United States Postal Service ("**USPS**" or "**Postal Service**"), is made as of the Effective Date. The "**Effective Date**" shall mean the date the Postal Service executes this Lease.

In consideration of the mutual promises set forth and for other good and valuable consideration, the sufficiency of which are hereby acknowledged, the parties covenant and agree as follows:

1. **PREMISES:** Landlord hereby leases to the Postal Service and the Postal Service leases from Landlord, the following premises (the "**Premises**") located in a two story, multi-tenant, Brick/Block building having a street address of 41 CHURCH ST STE 2, SHELTON, CT 06484-9991 (the "**Building**") situated upon the real property with an Assessor's Parcel Number of 59 33 (the "**Property**"). The Premises consists of approximately 1,293 square feet of net interior space as shown cross-hatched on Exhibit A and additional space, if any, as shown on Exhibit C, each of which is attached hereto and incorporated herein by this reference.

The Postal Service shall have the non-exclusive right in common with other tenants, if any, of the Building to use any and all stairways, halls, toilets and sanitary facilities, and all other general common facilities in the Building as well as appurtenances and easements benefiting the Premises and the Property, and all common sidewalks, driveways, drive lanes, entrances, exits, access lanes, roadways, service areas, parking and other common areas, wherever located in or on the Property, which the Postal Service deems necessary or appropriate to support its intended use of the Premises and to exercise its rights under this Lease. Landlord shall not make any changes to the size, location, nature, use or place any installations upon, the common areas, including, without limitation the sidewalks and parking areas, of the Property which impair the accessibility to or visibility of or ease of use of the Premises by the Postal Service and/or its customers, as reasonably determined by the Postal Service.

The Landlord has supplied the following systems and equipment:

1. Heating System
2. Air Conditioning System
3. Electrical Distribution System
4. Light Fixtures
5. Water Distribution System including hot water supply
6. Sewer or Septic System

The maintenance of these items is governed by the Maintenance Rider USPS Responsibility-Partial attached to this Lease (the "**Maintenance Rider**").

2. **TERM:** The Lease shall be effective as of the Effective Date but the term of this Lease and the obligations of the Postal Service, including the payment of any charges or rent under this Lease, shall be for a period of 5 years commencing on July 01, 2025 ("**Commencement Date**") and ending on June 30, 2030, unless sooner terminated or extended as provided herein. If this Lease is extended, then such extended period shall also be referred to herein as the "**term**."

3. **RENT:** The Postal Service will pay Landlord an annual rent of: \$43,900.00 ("**Rent**"), payable in equal installments at the end of each calendar month during the term. Rent for a part of a month will be prorated according to the number of days of the month occurring during term.

Rent shall be paid to:
CITY OF SHELTON



Lease (Multi-Tenant Form)

Facility Name/Location
SHELTON - HUNTINGTON STATION (086902-003)
41 CHURCH ST STE 2, SHELTON, CT 06484-9991

County: Fairfield
Lease: QU0000792409

54 HILL ST
SHELTON, CT 06484-3267

4. RENEWAL OPTIONS: The Postal Service shall have the right to the following renewal options:

Period		Annual Rent
07/01/2030	06/30/2035	\$48,290.00
07/01/2035	06/30/2040	\$53,119.00

provided that notice of exercise of each such renewal option is sent in writing, to the Landlord at least 30 days before the end of the initial Lease term and each renewal term. All other terms and conditions of this Lease will remain the same during any renewal term unless stated otherwise herein.

5. OTHER PROVISIONS: When used herein the term "lease" or "Lease" includes all of the following additional provisions, modifications, riders, layouts, and/or forms which were agreed upon prior to execution and made a part of this Lease.

- General Conditions to USPS Lease
- Exhibit A (Legal Description of Property)
- Exhibit B (Parking Area)
- Exhibit C (Premises Area)
- Utilities and Services Rider
- Addendum
- Maintenance Rider USPS Responsibility (Partial)

6. TERMINATION: There shall be no early termination rights, except as otherwise provided in this Lease.

7. CONFLICT OF INTEREST. To avoid actual or apparent conflicts of interest, the Postal Service requires the certification set forth on the signature page from Landlord. The Postal Service will be relying on the accuracy of the statements made by you in this certification. If Landlord's certifications below are false, or Landlord breaches the certification and fails to notify the Postal Service Contracting Officer as provided below, then the Postal Service may exercise any or all of the following remedies: (i) withhold Rent and all other payments and reimbursements due or to become due under this Lease until Landlord remedies the misrepresentation or the Postal Service waives such conflict of interest, (ii) terminate the Lease on a date set forth in the notice to Landlord without penalty, or (iii) exercise any other remedy it may have for damages or injunctive relief.

[Conflict of Interest/Signature Page Follows]



Conflict of Interest/Signature Page

Facility Name/Location
SHELTON - HUNTINGTON STATION (086902-003)
41 CHURCH ST STE 2, SHELTON, CT 06484-9991

County: Fairfield
Lease: QU0000792409

CONFLICT OF INTEREST CERTIFICATION BY LANDLORD

LANDLORD: Please check all that apply in item A below and complete item B below if necessary.

The undersigned certifies to the Postal Service as follows:

A. (Check all that apply) Landlord is:

- (i) A Postal Service employee or a business organization owned or controlled by a Postal Service employee;
- (ii) The spouse of a Postal Service employee or a business organization owned or controlled by a spouse of a Postal Service employee;
- (iii) A family member of a Postal Service employee or a business organization owned or controlled by a family member of a Postal Service employee;
(Relationship) _____
- (iv) An individual residing in the same household as a Postal Service employee or a business organization owned or controlled by an individual residing in the same house as a Postal Service employee;
- (v) None of the above.

B. If you checked any of A (i) through (iv) above complete as applicable:

- (i) Postal Service Employee:
(Name) _____ (Title) _____ (Location) _____
- (ii) Spouse who works for the Postal Service:
(Name) _____ (Title) _____ (Location) _____
- (iii) Family member who works for the Postal Service:
(Name) _____ (Title) _____ (Location) _____
- (iv) Household Member who works for the Postal Service:
(Name) _____ (Title) _____ (Location) _____

C. If you have checked "none of the above" and during the lease term or any renewal term, you do fall into any of the categories listed in A (i) through (iv) above, you must notify the Postal Service's Contracting Officer in writing within 30 days of the date you fall into any of the categories and shall include an explanation of which of the above categories now applies.

The person signing this Lease certifies under penalty of perjury that he/she/they has full power and authority to bind the Landlord named below.

LANDLORD NAME: CITY OF SHELTON

Signature: _____

Print Name: _____

Title: _____

Date: _____

Name: _____
Witness

Name: _____
Witness

Landlord's signature must be witnessed by two individuals, which shall sign where indicated above

Telephone No: _____
Email Address: _____

(Official notices under the Lease are delivered pursuant to Section 10(n) of the General Conditions to USPS Lease)

POSTAL SERVICE:

Signature: _____

Print Name: JAMIE KATERBERG

Title: Contracting Officer

Date: _____

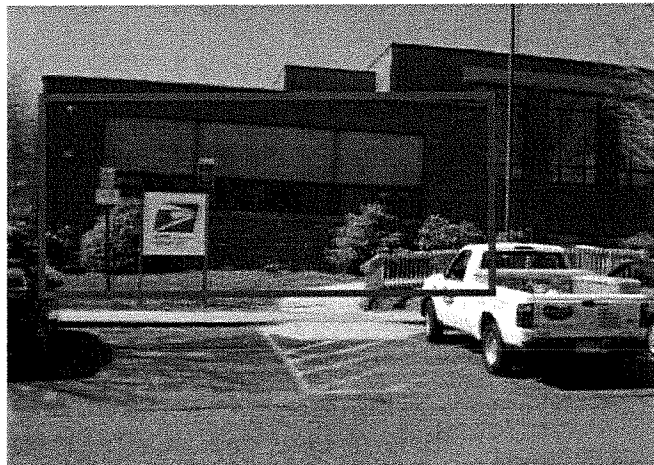
Facility Name/Location
SHELTON - HUNTINGTON STATION (086902-003)
41 CHURCH ST STE 2, SHELTON, CT 06484-9991

County: Fairfield
Lease: QU0000792409

Exhibit A

[Legal Description of Property]

All that certain portion of the City of Shelton Community Center consisting of 1,293 square feet along with joint-use foyer entry and joint-use parking.



8.3 ADOPTION OF NEWTOWN SAVINGS BANK RESOLUTION

Move to RESCIND Motion 3. Adoption of Webster Bank Resolution passed at the May 22, 2025 BOA Special meeting and,

Further move to ADOPT the following resolution with the proposal letter as part of the document:

1. That the Borrower be and it hereby is authorized to borrow the sum of **one million nine hundred forty-four thousand and 00/100 - \$1,944,000** – Dollars (the “Loan”) from Newtown Savings Bank (the “Bank”) pursuant to a financing commitment letter from the Bank to the Borrower dated , as may be amended, and to grant such collateral securing the Loan as may be required by Bank; and it is
2. Further resolved, that the borrower be and it hereby is authorized to execute and deliver all such instruments, documents or agreements as Bank shall reasonably require in order to enable Bank to make said Loan to the Borrower: and it is
3. That the Bank be and hereby is designated a depository of the funds of this Borrower, and the Mayor is authorized to negotiate the terms of and to execute and deliver for and on behalf of the Borrower, each of the instruments, documents and agreements as may be necessary to consummate the Loan and/or as may be necessary or convenient to carry out any of the foregoing resolutions, is hereby authorized to sign, for and on behalf of this Borrower, any and all checks, drafts and other orders with respect to any funds at any time(s) to the credit of this Borrower with the Bank, and/or against any account(s) of this Borrower maintained at any time(s) with the Bank, inclusive of any such checks, drafts and other orders in favor of any of the above designated officer(s) and/or other persons(s), and that the Bank be and hereby is authorized: (a) to pay the same to the debit of any account(s) of this Borrower then maintained with it; (b) to receive for deposit to the credit of this Borrower, and/or for collection for the account of this Borrower, any and all checks, drafts, notes and other instruments for the payment of money, whether or not endorsed by this Borrower, which may be submitted to it for such deposits and/or collection, it being understood that each such item shall be deemed to have been unqualifiedly endorsed by this Borrower, and (c) to receive, as the act of this Borrower, any and all stop-payment instructions (inclusive of any relative agreement) with respect to any such checks, drafts, and other orders as aforesaid and reconciliation(s) of account when given by any one or more of the officer(s) and/or other person(s) as hereinbefore designated.
4. That Mark A. Lauretti, Mayor, is hereby authorized, for and on behalf of this Borrower, to transact any and all other business with or through the Bank which at any time(s) may be deemed by the said officer(s) and/or other person(s) transacting the same to be advisable,

including, without limited the generality of the foregoing authority to: (a) discount and/or negotiate notes, drafts and other commercial paper; (b) apply for letters or other forms of credit; (c) borrow money, with or without security; (d) assign, transfer, pledge or otherwise hypothecate any property of the Borrower; (e) purchase, exchange, sell, or otherwise deal in or with any stocks, bonds and other securities; (f) execute and deliver automated customer services and other agreements relative to performance of various computer services, and (g) in reference to any of the business or transactions referred to in this subdivision make, enter into, execute and deliver to the Bank such negotiable or non-negotiable instruments, indemnity, guaranty and other agreements, obligations as may be deemed by the officer(s) and/or other person(s) so acting to be necessary or desirable.

5. That any and all withdrawals of money and/or other transactions heretofore had in behalf of this Borrower with the Bank are hereby ratified, confirmed and approved, and that the Bank (and any interested third party) may rely upon the authority conferred by this entire resolution unless, and except to the extent that, this resolution shall be revoked or modified by a subsequent resolution of this Board, and until a certified copy of such subsequent resolution has been received by the Bank.

6. That the Bank be promptly notified in writing of any change of any holder or holders of such offices, and that, until so notified and receipt acknowledged by it in writing, the Bank shall be indemnified and saved harmless from any loss suffered or liability incurred by it in continuing to act in pursuance of these resolutions after such change without such notice.

8.4 FUNDING FOR LOTCIP PREPARATION SERVICES – EXTENSION OF CONSTITUTION BOULEVARD

Move to appropriate an amount of \$7,000 for the payment of DeCarlo & Doll, Inc. Invoice dated 04/25/2025 for the preparation of LOTCIP applications for Phase 2 and 3 of the extension of Constitution Boulevard with funding to come from aldermanic bonding pursuant to Section 7.16 of the City Charter.



DECARLO & DOLL, INC.
89 Colony Street
Meriden, CT 06451
P: 203.379.0467
F: 203.379.0278

City of Shelton
Mr. Michael Kanios
54 Hill Street/City Hall
Shelton, CT 06484

Invoice number 51929.81-1
Date 04/25/2025

Project 51929.81 SHELTON - EXTENSION OF
CONSTITUTION BLVD WEST -
PREPARATION OF LOTCIP APPL.

Professional Services: March 29, 2025 through April 25, 2025
Extension of Constitution Boulevard West
Preparation of LOTCIP Application for Phase 2 and Phase 3
Task Order No. LOTCIP - 1

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
LOTICIP Application Phase 2 Preparation Services	3,500.00	100.00	0.00	3,500.00	3,500.00
LOTICIP Application Phase 3 Preparation Services	3,500.00	100.00	0.00	3,500.00	3,500.00
Total	7,000.00	100.00	0.00	7,000.00	7,000.00

Invoice total 7,000.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
51929.81-1	04/25/2025	7,000.00	7,000.00				
	Total	7,000.00	7,000.00	0.00	0.00	0.00	0.00

Approved by:

Ronald Nault

8.5 PURCHASE OF LAND FROM STATE OF CONNECTICUT

Move, per a favorable 8-24 referral from Planning & Zoning, to authorize the purchase of State property located at S.R. 714 Bridgeport Avenue near the intersection with Long Hill Cross Roads. The property is the outlined shaded area identified as "Release Area" equaling approximately 2.54+/- Acres on the attached map entitled "Town of Shelton Map Showing Land Released to --- by The State of Connecticut Department of Transportation BRIDGEPORT – SHELTON ROAD, scale 1" = 80' dated DECEMBER 2024 prepared by Scott A. Hill, P.E." in an amount of \$221,000 with funding to come from aldermanic bonding pursuant to Section 7.16 of the City Charter.

Further authorize Mayor Mark A. Lauretti to execute any and all documents to effectuate the same.



MEMORANDUM

To: Planning and Zoning Commission, c/o Alexandra Castro, Acting Planning & Zoning Administrator

From: Kellie A. Vazzano, Administrative Assistant, City of Shelton

Date: June 20, 2025

Re: Purchase of State Land – Shelton – Bridgeport Avenue (CT Route 714)
CTDOT File No. 126-034-024A

I am requesting an 8-24 Referral to the Planning and Zoning Commission for a favorable report allowing and authorizing the Mayor to purchase State Land along – S.R. 714 Bridgeport Avenue near the intersection with Long Hill Cross Roads. The property is the outlined shaded area identified as “RELEASE AREA” equaling approximately 2.54+/- Acres on the attached map entitled “TOWN OF SHELTON MAP SHOWING LAND RELEASED TO --- BY THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION BRIDGEPORT – SHELTON ROAD, SCALE 1” = 80’ DATED DECEMBER 2024 PREPARED BY SCOTT A. HILL, P.E.”.

This release area abuts property owned by Crown Point Associates of Shelton II LLC, which has made application to the Planning and Zoning Commission as Application #24-20. I would appreciate it if you could schedule this for your next meeting. If you have any questions, I would be happy to answer them. Thank you for your consideration.

Kellie A. Vazzano, Esq.
Administrative Assistant
Office of the Mayor
City of Shelton

Cc: Mayor Mark A. Lauretti
John Anglace, President of the Board of Aldermen



April 23, 2025

CERTIFIED MAIL

The Honorable Mark A. Lauretti
Shelton City Hall
54 Hill Street
Shelton, Connecticut 06484

RECEIVED

MAY 07 2025

MAYOR'S OFFICE

Dear Mayor Lauretti:

Subject: Sale of State Land – Shelton – Bridgeport Avenue (CT Route 714)
File No. 126-034-024A

Section 3-14b of the General Statutes of Connecticut provides that prior to the sale of State-owned land, the State shall first notify in writing the Chief Executive Officer or Officers of the municipality in which the land is situated of the State's intention to sell such land.

This letter shall serve as notification pursuant to the statute concerning the parcel(s) of land as depicted on the enclosed map. Subsection (a) of the statute requires the municipality to give written notice to the State of the municipality's desire to purchase such land, subject to the conditions of sale acceptable to the State. The sale price for the subject property is \$221,000.00. This sale price is subject to approvals from the Office of Policy and Management and the State Properties Review Board in accordance with Section 13a-80 of the Connecticut General Statutes.

If the Chief Executive Officer or Officers of the municipality fail to give notice to the State of the municipality's desire to purchase said land within forty-five (45) days, the municipality shall have waived its right to purchase said land.

Please indicate below if the municipality is interested or not interested in acquiring the subject property. Return your notification to me at the below address.

Very truly yours,

Amy N. Martinez
Transportation Principal Property Agent
Appraisals/Property Management Section
Division of Rights of Way

Enclosure

Interested
 Not Interested

Chief Executive Officer or Officers
Mark A. Lauretti, Mayor
2800 Berlin Turnpike
P.O. Box 317546
Newington, CT 06131-7546
860-594-2000

5/20/2025
Date

CT.GOV/DOT



May 22, 2025

EMAIL & CERTIFIED

The Honorable Mark A. Lauretti
Shelton City Hall
54 Hill Street
Shelton, Connecticut 06484

Dear Mayor Lauretti:

Subject: Sale of State Land – Shelton – Bridgeport Avenue (CT Route 714)
File No. 126-034-024A

This letter serves to acknowledge the City of Shelton's (City) interest in purchasing State-owned property located on Bridgeport Avenue (CT Route 714) in Shelton for the sum of Two Hundred Twenty-One Thousand Dollars (\$221,000.00) in accordance with Section 3-14b of the Connecticut General Statutes.

The Department of Transportation (Department) will request the preparation of a deed and obtain the requisite statutory approvals. Please be advised that in accordance with the above referenced statute, the City is required to purchase the property within 60 days of notification of interest to the Department. Should the City fail to close on the property by July 20, 2025, the property will be awarded to the original requester.

If you have any questions regarding the procedures outlined above, please contact me at the below noted address or telephone number.

Very Truly Yours,

Amy N. Martinez
Transportation Principal Property Agent
Appraisals/Property Management Section
Division of Rights of Way

cc: Kellie A. Vazzano – Administrative Assistant, Office of the Mayor

8.6 FUNDING FOR CITYWIDE ROAD REPAIRS

Move to appropriate an amount of \$416,644.95 for citywide road repairs with funding to come from 2024-2025 fiscal year aldermanic bonding pursuant to Section 7.16 of the City Charter.

9 – LEGISLATIVE – NEW

9.1 ITEMS TO PUBLIC HEARING

9.1 A. NO ITEMS

10 - EXECUTIVE SESSION

10.1 NO ITEMS

Adjournment
