

## STATE PROPERTIES REVIEW BOARD

### Minutes of Meeting Held On March 3, 2025

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Pursuant to CGS §1-225a, the State Properties Review Board conducted a Regular Meeting beginning at 9:30AM. Pursuant to the statute, this Meeting was held solely by means of electronic equipment – via Microsoft TEAMS or Call-In Conference.

#### **Members Present – solely by means of electronic equipment:**

Bruce R. Josephy, Chairman  
Jeffrey Berger, Vice Chairman  
John P. Valengavich, Secretary  
Mark A. Shiffrin  
Eric Coleman

#### **Members Absent:**

Jack Halpert

#### **Staff Present – solely by means of electronic equipment:**

Thomas Jerram  
Jyoshna Rath

#### **Guests Present – solely by means of electronic equipment:**

Mr. Valengavich and Mr. Berger seconded a motion to enter into Open Session. The motion passed unanimously.

### **OPEN SESSION**

#### **1. ACCEPTANCE OF MINUTES**

Mr. Valengavich moved and Mr. Berger seconded a motion to approve the minutes of the February 27, 2025. The motion passed unanimously.

#### **2. COMMUNICATIONS**

Members were informed that their comments on the State Facility Plan were delivered electronically to the Secretary of Office of Policy and Management on Friday, prior to March 1, 2025, as required by CGS §4b-23. All Members were included in the electronic correspondence to OPM.

#### **3. REAL ESTATE- UNFINISHED BUSINESS**

#### **4. REAL ESTATE – NEW BUSINESS**

<b>PRB #</b>	25-030
<b>Transaction/Contract Type</b>	RE – Lease
<b>Origin/Client</b>	DAS/DAS
<b>Property:</b>	Norwich, West Thames Street (401)
<b>Lessee:</b>	Connecticut State Employees Credit Union, Inc.
<b>Project Purpose:</b>	New 5-year Lease for continued use
<b>Item Purpose:</b>	New 5-Year Lease

At the May 12, 2014 SPRB Meeting, under PRB #14-121, the SPRB approved a five-year Lease Renewal for Connecticut State Employees Credit Union, Inc. (CSECU) continued use of 1,580 square feet of office and storage space located in the Campbell Building, located at 401 West Thames Street in Norwich at the Uncas On Thames Campus. The rental rate was \$12,240/year, or \$7.75/sf. The term expired on June 30, 2019 and the tenant has occupied the space on a monthly tenancy since that time. The original base Lease was approved under PRB #09-286.

Under this Proposal (PRB #25-030), DAS and CSECU now seek approval for a new 5-year Lease for continued use and occupancy of 1,580 square feet in the Campbell Building for use as a credit union.

	PRB #14-121	PRB #25-030
Building	Basement of the Campbell Building	Basement of the Campbell Building
Leased Premises	Office Space – 1,500 SF Storage Space – 80 SF	Office Space – 1,500 SF Storage Space – 80 SF
Use	Solely for a credit union	Solely for a credit union
Lease Term	07/01/14 – 06/30/19	5-years upon AG approval
Base Rent/Year	\$12,240/year or \$7.75/SF/YR	\$13,464/year, or \$8.52 SF/Year
Lessee's Additional Rent	Interior janitorial, task lighting, telecommunication/data costs; security systems; routine maintenance & repairs, interior window washing, security systems, liability insurance, property taxes & any repairs due to the negligence of Lessee, its employees, clients or invitees	Same
Renewal Term (years)	None	Two 5-year with 90 days prior notice
Renewal Rent/SF/year (\$)	None	\$9.37/SF & \$10.31/SF (+10%/renewal)
Services Provided @ Lessor's Cost	Heat, electricity, water, snow/ice removal & sanding, grounds-keeping, rubbish removal & recycling services, elevator maintenance, repairs & maintenance of heating, plumbing, electrical & fire protection systems; security as provided by existing security guards on campus	Same
Insurance	Lessee will maintain liability insurance \$1,000,000 occurrence/\$2,000,000 aggregate; Workers' Compensation and Employers Liability in compliance with state law.	Same
Lease Termination	Lessor may terminate in the event of Lessee's default or at any time with 90 days notice	Lessor may terminate in the event of Lessee's default or at any time with 180 days notice

**RECOMMENDATION:** Staff recommends approval for the Lease for approval for a new 5-year Lease for continued use and occupancy of 1,580 square feet in the Campbell Building for use as a credit union.

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From PRB #14-121

SUBJECT: PRB #14-121, Lease-Out Renewal, The Connecticut State Employees Credit Union, Inc., by Daniel Daigle, its Chief Executive Officer. Location: Campbell Building, Uncas-On-Thames, 401 West Thames Street, Norwich

RECOMMENDATION - Board approval of the lease of 1,500 SF at an annual fixed base rent of \$8.00/SF and 80 SF storage space at the rate of \$3.00/SF for a term of 5 years is recommended. Article 2.3 of the lease requires Lessor receive notice of renewal on or before 04/01/14. The DPW received written notice on 03/25/14. The renewal was approved by the OPM Secretary on 4/11/14.

SUMMARY - LEASE-OUT

DESCRIPTION	LEASE-OUT PRB #09-286, RENEWAL PRB #14-121
Building	Basement of the Campbell Building, Uncas-on-Thames
Leased Premises	Office Space – 1,500 SF Storage Space – 80 SF
Use	Solely for a credit union
Renewal Term	07/01/14 – 06/30/19
Base Rent/Year (Payable in equal monthly installments)	\$8.00 SF/Year x 1,500 SF = \$12,000/year \$3.00 SF/year x 80 SF = \$240/year \$12,240/year, total
Lessee's Additional Rent	Interior janitorial, task lighting, telecommunication/data costs; security systems; routine maintenance & repairs, interior window washing, security systems, liability insurance, property taxes & any repairs due to the negligence of Lessee, its employees, clients or invitees
Renewal Term (years)	None remaining
Services Provided @ Lessor's Cost	Heat, electricity, water, snow/ice removal & sanding, grounds-keeping, rubbish removal & recycling services, elevator maintenance, repairs & maintenance of heating, plumbing, electrical & fire protection systems; security as provided by existing security guards on campus
Insurance	Lessee will maintain liability insurance \$1,000,000 occurrence/\$2,000,000 aggregate; Workers' Compensation and Employers Liability in compliance with state law.
Lease Termination	Lessor may terminate in the event of Lessee's default or at any time with 90 days notice

Rent for the term which expires 6/30/14 has been \$7.00/SF, office; \$3.00/SF, storage. The rate is based upon Public Works determination of the cost of maintaining the demised premises.

**PRB #** 25-031  
**Transaction/Contract Type** RE – Lease  
**Origin/Client** DAS/DAS  
**Property:** Southbury, South Britain Rd (1461)  
**Lessee:** Connecticut State Employees Credit Union, Inc.  
**Project Purpose:** New 5-year Lease for continued use  
**Item Purpose:** New 5-Year Lease

At the July 10, 2014 SPRB Meeting, under PRB #14-168, the SPRB approved a five-year Lease Renewal for Connecticut State Employees Credit Union, Inc. (CSECU) continued use of 985 square feet of office located in the Administration Building, located at 1461 South Britain Rd in Southbury at the Southbury Training School Campus. The rental rate was \$11,400/year, or \$11.57/sf. The term expired on August 31, 2019 and the tenant has occupied the space on a monthly tenancy since that time. The original base Lease was approved under PRB #09-115.

Under this Proposal (PRB #25-031), DAS and CSECU now seek approval for a new 5-year Lease for continued use and occupancy of 985 square feet in the Administration Building for use as a credit union.

	PRB #14-168	PRB #25-031
Building	Administration Building	Administration Building
Leased Premises	Office Space – 985 SF	Office Space – 985SF
Use	Solely for a credit union	Solely for a credit union
Lease Term	9/1/14 – 8/31/19	5-years upon AG approval
Base Rent/Year	\$11,400/year or \$12.79/SF/YR	\$13,860/year, or \$14.07 SF/Year
Lessee's Additional Rent	Telecommunication & data systems; security systems & guards; rubbish & recycling; custodial; interior window washing; task lighting; replacement of ballast and bulbs; interior maintenance & repairs. Also any utility expenses occurred outside of the normal operating hours of M-F, 9 am -5 pm; any property taxes or assessments & any interior or exterior repairs or replacements due to negligence of Lessee.	Same
Renewal Term (years)	5-year	Two 5-year with 90 days prior notice
Renewal Rent/SF/year (\$)	\$12.79/sf = \$12,600/yr	\$15.48/SF & \$17.03 (+10%/renewal)
Services Provided @ Lessor's Cost	Heat, electricity, water, snow/ice removal & sanding, grounds-keeping, rubbish removal & recycling services, elevator maintenance, repairs & maintenance of heating, plumbing, electrical & fire protection systems; security as provided by existing security guards on campus	Same
Insurance	Lessee will maintain liability insurance \$1,000,000 occurrence/\$2,000,000 aggregate; Workers' Compensation and Employers Liability in compliance with state law.	Same
Lease Termination	Lessor may terminate in the event of Lessee's default or at any time with 90 days notice	Lessor may terminate in the event of Lessee's default or at any time with 180 days notice

**RECOMMENDATION:** Staff recommends approval for the Lease for approval for a new 5-year Lease for continued use and occupancy of 985 square feet in the Administration Building for use as a credit union.

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From PRB #14-168

**SUBJECT:** PRB# 14-168 DPW Renewal of Lease-Out of 985 SF basement offices located at the Administration Building, Southbury Training School, Southbury. Lessee: CT State Employees Credit Union (CSECU), by Daniel Daigle, CEO.

**RECOMMENDATION:** Board approval is recommended for lease extension for this Lease-Out to CSECU for an additional five year term. The CSECU notified DAS of their decision to

exercise the renewal option in a letter to DAS dated November 15, 2013, and again on May 12, 2014. The lease terms are as follows:

Item	LEASE PROPOSAL PRB 09-115
Lessee	CSECU
Address of Leased Premises	Administration Building, 1461 South Britain Road, Southbury
Description	985 SF, basement; 15 unreserved parking spaces
Use	Credit Union
Initial Lease Term	9/1/09 – 8/31/14
Fixed Base Rent	\$11,400 (11.57/SF), annual rate
Lessee's Additional Rent	Telecommunication & data systems; security systems & guards; rubbish & recycling; custodial; interior window washing; task lighting; replacement of ballast and bulbs; interior maintenance & repairs. Also any utility expenses occurred outside of the normal operating hours of M-F, 9 am -5 pm; any property taxes or assessments & any interior or exterior repairs or replacements due to negligence of Lessee.
Property Improvements	Premises taken as is. Improvements require prior written consent of State
<b>Renewal Option</b>	<b>One 5 year renewal option @ \$12,600/985 SF = \$12.79/SF (+10.5%), annual rate</b>
Subletting/Assignment	Prior written consent required, may be withheld at Lessor's discretion.
Termination Option	Lessor may terminate with 180 days prior written notice to Lessee

Fixed Base Rent: In 2009 the rent was increased from \$6.70 to \$11.57/SF to reflect the inclusion of heat, hot water & electricity. The renewal rate is \$12.79/SF; or \$12,600/year.

Indemnification & Insurance: Lessee shall protect, indemnify and hold the State harmless against any loss, liability, etc. and maintain, with State as additional insured: Commercial General Liability: \$1,000,000; Workers Compensation in accordance with the law; Employers Liability: \$100,000/\$300,000/\$100,000. Lessee shall maintain property insurance against risk of loss to any tenant improvements, its personal property, and trade fixtures.

**PRB #** 25-042  
**Transaction/Contract Type:** RE – Sale  
**Origin/Client:** DOT/DOT  
**DOT Project #:** 144-111-31A  
**Grantee:** Town of Trumbull  
**Property:** Trumbull, Shelton Rd – 9.8± acres land  
**Project Purpose:** Sale to Municipality pursuant to CGS 3-14b  
**Item Purpose:** Quit Claim Deed

**CONVEYANCE FEE: \$255,000 (+Administrative Fee = \$1,000)**

Under this Proposal (PRB #25-042), DOT is seeking SPRB approval of a Quit Claim Deed, for the DOT to convey a 9.8± acre, irregularly-shaped, parcel of land to the Town. DOT previously held a Public Bid (Item #872) on June 5, 2024. There were no responses. In November 2024 a buyer was identified and after negotiations a \$255,000 sale price was agreed upon with an additional \$1,000 administrative fee. Pursuant to CGS §3-14b, DOT is required to offer the host municipality an

opportunity to purchase the property at the agreed upon price. CGS §3-14b(a) requires a response from the municipality within 45 days and CGS §3-14b(c) requires the land be conveyed to the town within 60 days, or March 7, 2025.

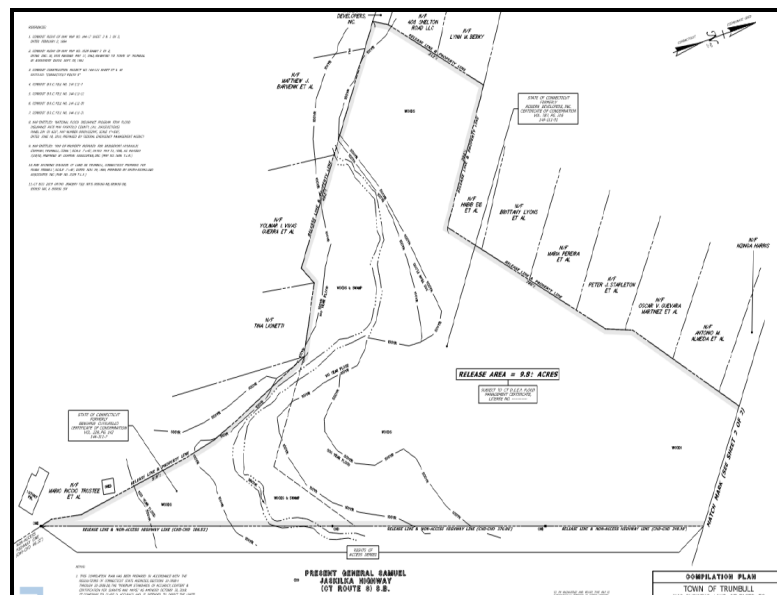


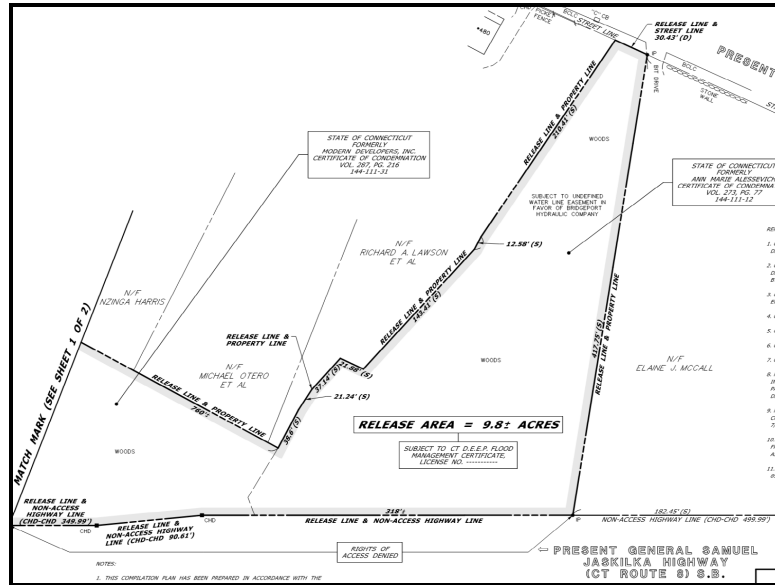
CGS §8-24 requires the municipality's Planning & Zoning Commission provide a favorable recommendation prior to a purchase. This was received on January 15, 2025.

The release parcel is a 9.8±acre or 426,888± square foot irregularly-shaped parcel of land with 30.43 feet of frontage on the easterly side of Shelton Road. There is 1,894.51' of non-access highway line frontage on Route 8. The topography is gently sloping and the southerly portion is located in a flood zone.

A portion of the land is subject to a 100-year flood zone and use within that area is restricted by a DEEP Flood Management Certificate.

The subject is zoned AA, 1 acre single family residential zone. This zone is primarily for single family residences. Uses allowed are single family residences, parks, reservations, recreation facilities, farm and home daycares. Interior lot requirements for this zone include; a minimum of 30' of frontage, a maximum of 400' between the street and closest point of the required rectangle, and minimum acreage of twice the minimum for the zoning district. As such, the highest and best use of residential development is legally permissible in this zone.





**Land Valuation** – With the release of this parcel, Jonathan P. Kloss appraised the property, as of January 25, 2024. Based on the sales comparison approach, the Appraiser utilized three sales of land in Trumbull, Shelton and Orange that sold in 2022-2023.

ITEM	SUBJECT PROPERTY	COMPARABLE NO. 1		COMPARABLE NO. 2		COMPARABLE NO. 3	
Address	Shelton Rd Trumbull	207 Tashua Rd Trumbull, CT 06611		402 Long Hill Ave Shelton		716 Wheelers Farms Rd Orange	
Proximity to Subject		5.90 miles NW		4.08 miles NE		5.21 miles NE	
Sales Price	\$ Price Per Acre	\$ 49,705		\$ 36,220		\$ 32,510	
Price	\$ Total Selling Price	\$ 434,918		\$ 460,000		\$ 500,000	
Data Source	Inspection & Town Rec.	Land Records/Inspection		Land Records/Inspection		Land Records/Inspection	
Date of Sale and Time Adjustment	DESCRIPTION	DESCRIPTION	+(-)\$ Adjust.	DESCRIPTION	+(-)\$ Adjust.	DESCRIPTION	+(-)\$ Adjust.
	1/25/2024	9/7/2023		9/22/2022		1/31/2023	
Location	Below Average	Above Average	-7,456	Average	-3,622	Average	-3,251
Site/View	9.8± Acres/Res	8.75± Acres/Res	-1,243	12.7± Acres/Res	906	15.38± Acres/Res	1,626
Shape	Highly Irregular	Rectangular	-4,971	Rectangular	-1,811	Irregular	
Access/Frontage	Limited/ 30.43'±	Average/ 378'±	-7,456	Average/ 243'±	-5,433	Average/ 370'±	-4,877
Zoning/Shape	AA(Res)/Gently Sloping	AAA (Res)/Rolling		R-1 (Res)/Sloping	+3,622	R-12 (Res)/Rolling	
Encumb./Appurten	Water Line Easement	Water & Sewer ROW		None	-1,811	None	-1,626
Sales or Financing Concessions	None Noted	None Noted		Approved Subdivision	-3,622	None Noted	
Net Adj. (Total)		<input type="checkbox"/> + <input checked="" type="checkbox"/> -	\$ -21,126	<input type="checkbox"/> + <input checked="" type="checkbox"/> -	\$ -11,771	<input type="checkbox"/> + <input checked="" type="checkbox"/> -	\$ -8,128
Indicated Value of Subject		Net 42.5 %	\$ 28,579	Net 32.5 %	\$ 24,449	Net 25.0 %	\$ 24,382

After adjusting for transactional, locational and physical characteristics the appraiser concluded the fair market value of the subject land was \$26,000/acre x 9.8± acres = \$254,800, rounded to \$255,000.

For the State's source of title to the premises herein conveyed, reference is made to acquisitions by the State of Connecticut through Eminent Domain proceedings against Benjamin Cutrufello as evidenced by a Certificate of Condemnation recorded on July 6, 1971 in Volume 228 at Page 142 of the Trumbull Land Records, against Ann Marie Alesseovich, as evidenced by a Certificate of Condemnation recorded on May 4, 1973 in volume 273 at Page 77 of said Land Records, and against Modern Developers, Inc., as evidenced by a Certificate of Condemnation recorded on November 7, 1973 in Volume 287 at Page 216 of said Land Records.



By acceptance of this deed, Grantee, for itself and its successors and assigns, further understands and agrees that the above-described premises are subject to a Connecticut Department of Energy and Environmental Protection License – Flood Management Certification Approval, License No. 202112522-FM, a copy of which is attached to this deed as Exhibit A (the “License”). As condition of the License, Grantor is required to condition any transfer or disposal of state property that may be located within a FEMA flood zone. Such condition requires, as part of a property transfer agreement or other legally binding contract for transfer of the premises, that the new owner may not construct within or use any part of the property located in the flood zone in such a way as may promote development within the floodplain or that could in any way violate the National Flood Insurance Program requirements as administered and enforced by the municipality within which the property resides. By acceptance of this deed, Grantee, for itself and its successors and assigns, agrees to comply with such terms, conditions, and restrictions as set forth above and as more particularly set forth in the License.

All rights of Ingress and Egress are specifically denied, directly to and from Present General Samuel Jaskilka Highway (CT Route 8) S.B., from and to the land herein conveyed, as shown on said map.

The above-described premises are conveyed subject to such rights and easements as may appear of record and to any state of facts which an inspection of the premises may show.

DOT provided the following narrative in support of this Proposal:

Attached is the deed and pertinent mapping for the proposed conveyance of 9.8± acres of land located on Shelton Road in the town of Trumbull to the Town of Trumbull.

The property was appraised on January 25, 2024 by staff appraiser Jonathan Kloss who determined the value to be \$255,000.00, which was accepted and registered by the Department on March 18, 2024.

On June 5, 2024, a Public Bid was held for the subject parcel with an asking price of \$270,000.00. No bid were received. On November 12, 2024, an offer was received from Mr. Christopher Diaz in the amount of \$224,000.00. After some negotiations, Mr. Diaz agreed to pay \$255,000.00 plus a \$1,000.00 Administrative Fee for the subject parcel. Per CGS §3-14b, the Department offered the subject parcel to the Town of Trumbull in the amount of \$256,000.00. The Town has chosen to exercise their Right of First Refusal to purchase the subject parcel.

Your approval is respectfully requested.

**Recommendation** – Staff recommend approval of this Proposal - Sale by Public Bid & Municipality - in the amount of \$255,000 (plus \$1,000 Admin Fee = \$256,000 in QC Deed) for the following reasons:

- The proposed sale is required by with Section §3-14b(a), and complies with §13a-80 of the CGS and the legislative delegation received the required notification on January 16, 2024.
- The description in the Quit Claim Deed is consistent with the survey map to be filed in the local Land Records.

**5. ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**6. ARCHITECT-ENGINEER – NEW BUSINESS**

**7. OTHER BUSINESS**

**8. VOTES ON PRB FILE:**

**PRB FILE #25-030** – Mr. Coleman moved and Mr. Berger seconded a motion to approve PRB FILE #25-030. The motion passed unanimously.

**PRB FILE #25-031** – Mr. Coleman moved and Mr. Berger seconded a motion to approve PRB FILE #25-031. The motion passed unanimously.



**PRB FILE #25-042** – Mr. Coleman moved and Mr. Berger seconded a motion to approve PRB FILE #25-042. The motion passed unanimously.

- 9. NEXT MEETING** – Thursday, March 6, 2025 – will be held solely by means of electronic equipment via Microsoft TEAMS and conference call.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
John Valengavich, Secretary