



RUTLAND REDEVELOPMENT AUTHORITY
CITY OF RUTLAND
1 Strong's Avenue
RUTLAND, VERMONT 05701
(802) 775-2910

Regular Meeting / May 27, 2025
Minutes

Attendance: Edward Clark, Mary Markowski, Stephanie Romeo, Israel Mac, Larry Cupoli, *Chris Etori

Absent: Lori Arner

Also attending: Ed Bove, Eddie Ryan, Andy Paluch, Hali Issente, Alex Jacob, Jadziah DeRosia, Barbara Spaulding

- I. Edward called the meeting to order at 8:03 am.
- II. Additions/Deletions – None.
- III. Larry moved to approve the minutes of May 13, 2025. Israel seconded. Motion was approved 5-0.
- IV. Public Comment – None.
- V. Warrant – Israel moved to direct the Chair to sign the warrant for 800 expenses totaling \$15,750.65. Stephanie seconded. Motion was approved 5-0.

*Chris arrived

- VI. DRP Draft FY26 Budget and Workplan – Hali discussed the major changes in the draft workplan including a 10% increase in funding, reducing the number of FNL events to two due to the high cost of performers, adding a sidewalk sale event and an \$11,000 contract with the Rec Department for Streetscape will be reinstated, but is still in negotiations. Mary asked if there was any coordination with the Fair and other groups around scheduling events. Alex said yes, a shared event calendar was created in January. Andy discussed how the sidewalk sale event benefited the merchants more than an FNL event. Edward asked if vendors outside of Downtown would be able to participate. Hali said yes. Larry asked about the decrease in grants and donations for FY 26 under revenue in the workplan. Andy said Hali and Alex will apply for grants, but donations have been difficult with a lot of non-profits per capita asking for them and the property and business owners already paying the SBD tax.

Eddie presented the draft budget and timeline saying the DRP Annual Meeting will be held June 18 with the final budget and workplan being presented to the RRA Board on June 24. He discussed how the contract amount had been level funded for

10 years while operating costs have increased annually. In subsequent years, the DRP plans to request 3% or CPI annually. There is an audit budgeted for in FY26 and the FY25 revenue sufficiency of approximately \$15,000 will be utilized in FY26. Eddie went through the DRP FY25 to FY26 roll forward to show how the revenue sufficiency will cover the FY26 deficiency. He also discussed the draft DRP Brand Advertising FY26 Budget which was newly developed.

Discussion of SBD Advisory Vote – Andy asked the RRA Board to consider that the DRP not do an advisory vote for several reasons including, lack of a written process, no requirement in either the contract or ordinance and time constraints. Hali added that the last vote was done six years ago. He researched what other Downtowns had done saying Montpelier does not do a vote other than the City Council and Brattleboro votes on the tax, not the effectiveness of the Downtown organization. Andy suggested that the DRP alert Downtown property owners and businesses about the RRA’s public hearing to allow them to voice any concerns at that time. Discussion followed as to the pros and cons of holding the vote before June 24, as well as the process for doing so. Chris said considering the increase in the funding request he thought it important to, at a minimum, let the property owners paying the SBD tax to know and weigh in at the DRP annual meeting. Andy asked if the advisory vote was the only benchmark on whether or not the RRA would vote to continue the Ordinance to collect the SBD tax. The consensus was that the outreach would provide feedback to address any concerns the property owners would have. It was suggested that Hali reach out to the City Assessor for a current list of property owners in the SBD and that they should be contacted about the increase, the annual meeting and the public hearing.

- VII. TIF Update – Ed Bove said following the public hearing on May 19 the Aldermen approved the TIF Hotel & Infrastructure Development Agreement, Financing Plan, and Phase Filing Submission. The Phase Filing will be submitted to VEPC in the next couple of weeks and they will review during their June and July meetings. The City will prepare for the bond vote during August and September, and there will be a special vote in October to go out to bond for Center and Wales Streets infrastructure work. Ed added that when the new RRA ED is hired the next phase filing cycle starts again. Ed also discussed the DRP’s role in marketing the TIF to the Downtown Businesses through their social media.
- VIII. BOA Update – Larry said a complaint from a Bardwell resident about rodent infestation was referred to Charter & Ordinance Committee. Food truck temporary permits will be \$100 from May 20 – August 15 for 2025 and further discussion was referred to Charter & Ordinance Committee. Carrie Savage was reappointed as Aldermen and the Rutland Concert Series will begin at the Godnick Center until the Main Street Park Gazebo opens on June 25.
- IX. Old Business – BIAP application for Bellaluccia’s

Israel moved to recommend to the Aldermen approval of a \$5,000 BIAP grant to Bellaluccias. Chris seconded. Motion was approved 6-0. Barbara will take the recommendation to the Aldermen on June 2.

SBD RLF Application – C Street Holding Corp. Barbara updated the Board on the motion made by the SBD RLF Committee on Monday May 19. The committee unanimously voted to recommend to the Aldermen approval of a \$30,000 loan at 5% fixed rate for 15 years for C Street Holding Corp. to install heat pumps and make repairs to the roof at 42, 46 and 25/29 Center Street.

Executive Director Edward said there are two candidates being scheduled for second interviews next week. The candidates will meet with Barbara, the Mayor and Ed Bove and Board members.

- X. New Business – Set the RRA Public Hearing for SBD Ordinance. Israel moved to set the public hearing for Ordinance No. RRA-22-1, an Ordinance Related to the Imposition and Collection of a Special Benefit Assessment for 8 am on June 24, 2025 at City Hall in the Lamontagne Conference room. Larry seconded. Motion was approved 6-0. Barbara will post the notice in the Herald on June 5 to allow for the required 15-day posting period.

RRA Draft FY26 Budget – Barbara provided copies of the draft FY26 budget in the Board packet. Mary, Edward and Barbara will meet on Wednesday May 28 at 11:30 am to finalize the budget. Mary asked that the retirement contribution be added to the agenda for the June 10 meeting.

BIAP Committee – Barbara asked if Larry would be able to participate on the BIAP subcommittee in Michael Talbott's absence. Larry said he would serve on the subcommittee. A meeting will be scheduled prior to the next RRA meeting to discuss pending BIAP applications.

BIAP Annual Report – Kaleidoscope Art Supply. Larry moved to accept the annual report from Kaleidoscope Art Supply. Israel seconded. Motion was approved 6-0.

Treasurer's Report for 4/30/25 – Chris moved to receive and file. Larry seconded. Motion was approved 6-0.

- XI. Adjourn – All items on the agenda were addressed. The meeting adjourned at 9:18 am. The next meeting will be held on June 10 at 8 am.

These minutes were approved this ____ day of _____, 2025.

Mary A. Markowski, Secretary