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

Regular Meeting / August 12, 2025
Minutes

Attendance: Edward Clark, Mary Markowski, Israel Mac, Chris Ettori, Lori Arner, Larry Cupoli and Stephanie Romeo

Also attending: Sean Adkins**,** Ed Bove, Tyler Richardson, Eric E. Petersen, Mayor Doenges and Barbara Spaulding

I. Edward called the meeting to order at 8:01 am.

II. Additions/Deletions – Edward suggested welcoming Sean earlier in the meeting and Mary asked to include a status update of the City's Zoning rewrite.

III. Chris moved to approve the minutes of July 29, 2025. Lori seconded. Motion was approved 7-0.

IV. Public Comment – None.

V. Warrant – Israel moved to direct the Chair to sign the warrant for 800 expenses totaling $27,792.68 and recommend payment to the Board of Finance for 100 expenses totaling $13,078.75. Chris seconded. Motion was approved 7-0.

VI. The Board welcomed Sean to the RRA.

VII. Grant and BIAP Updates – Barbara provided the following grant and BIAP updates:

NBRC Center Street Infrastructure- Barbara provided the confirmation needed for the City's UEI and NBRC is working on getting funds obligated for this project and a grant agreement to the City soon. No funds can be committed or expensed until the NEPA requirements are fulfilled and a Notice to Proceed is received by the City.

Hospital Heights aka Mahoney Grove Apartments - The progress report information was uploaded, and the report has been submitted. Next steps will be to hold the final public hearing and confirm that the beneficiary information has been received.

Rutland Housing Initiative 120 Maple Street –The City received a Satisfactory Performance score for the monitoring visit conducted in May. However, there were areas of concern with regard to Hale Resources LLC, the construction manager, regarding procurement, contracts and Davis Bacon. The monitoring letter had no findings. The June 30 final report has been changed to interim while the City awaits confirmation of an amendment to extend the grant closeout. Requests for an update on the status of renting the units has had no response. Barbara will continue to reach out to the Hales and work with them to finalize the grant requirements.

Housing Planning Grant – The second requisition and progress report for the period ended June 30, 2025 has been filed. The City received reimbursement on August 8.

HTRC/NWWVT Merger Planning Grant – Barbara will meet with Mary Cohen on Tuesday Aug. 12 at 1 pm to finalize the award conditions. The progress report for the period ended June 30, 2025 was submitted and approved.

East Creek Commons – The progress report for the period ended June 30, 2025 was submitted and approved.

BRIC – Local Hazard Mitigation Plan – The quarterly report for the period ended June 30, 2025 was submitted. The final requisition has been prepared but is awaiting confirmation that the final invoice from RRPC has been paid.

BIAP – The $5,000 BIAP grant check was delivered to bellaluccia's and the big check photo will be taken on Wednesday prior to the grand opening at 11 am.

On August 4, the Aldermen approved the $10,000 BIAP loan to Treviso and the $5,000 BIAP grant to Olympic Pizza. The paperwork has been finalized, and the checks should be available on Friday. A photo op has been scheduled with Olympic Pizza on Monday Aug. 18.

A BIAP application has been received from Connor Balestra requesting a $5,000 BIAP grant for his new business Bin Force One. Copies of the application will be emailed for the next RRA meeting.

VIII. Executive Director Update – Two documents authored by Sean were included in the Board's packet: Sean discussed how the BRE program would act like a lighthouse for the RRA and he said funding for a Façade grant program is being researched. Sean said this program is result of the limitations in current programs and would incentivize landlords to invest in properties before having leases in place. No action was taken on the documents. Sean discussed a spring housing summit that he and Lyle Jepson will host for local developers that will discuss all of the available funding.

Discussion continued regarding the Downtown businesses staying open during construction of the new hotel. Mayor Doenges said there is a Downtown Stakeholders meeting that is held regularly. Chris suggested creating a funding program to help keep businesses open during construction. Sean said he would like to see clean up during construction addressed. Edward said this [was] <u>should be</u> included in the bid documents. Ed discussed the marketing efforts being made and the importance of Sean being a part of the TIF subgroups and working directly with DPW.

Edward asked Barbara to circulate to the Board the onboarding information and checklist she compiled for Sean.

IX. TIF Update – Ed Bove said the City's Phase filing was approved and the bond vote is set for October 7. The required public hearings for the vote have been scheduled for August 25 and October 6. Ed discussed the need for the RRA to help fund the cost of lawn signs and advertising efforts to get people out to vote. He said the Beldens have donated $1,000. Ed and Sean will be presenting the TIF at Rotary South meeting on Thursday, as well as, meeting with Stephanie and the marketing committee and Center Street Construction subcommittee. Israel asked what would happen if the bond vote failed. Ed said there would be another vote in March, and absentee ballots will be available upon request. Mary said it will be very important to get the bond language, timeline, and funding right the first time. There is a meeting scheduled with Bob Fletcher from Stitzel, Page & Fletcher, P.C regarding the bond language. Ed added that the bond language was sent to VEPC for review as well.

X. BOA Update – Larry discussed the request from the VT Fish and Game to purchase 1.5-acre parcel by the River Street bridge to be used for public fishing access. He believes the Aldermen are in support of the request.

XI. Old Business – Barbara provided an update to the City's Market-rate RLF saying after the Aldermen denied the request to change the policy to include "new" units they referred discussion back to the C&ED Committee and that Committee met on Aug. 7. The following recommendations resulted:

- When NWWVT is ready to present the two projects discussed in committee to the RRA, the RRA will make a recommendation to the Aldermen.
- The RRA was asked to create a marketing plan for the RLF using up to $30,000 from the fund and recommend that plan to the C&ED Committee
- The subject of the City's Market-rate RLF will remain in committee until either recommendation is brought by the RRA.

Zoning Rewrite Update – Ed said the public hearing will be held on Monday Aug. 18 prior to the Aldermen's meeting and the Aldermen could adopt the changes at their meeting following the hearing. There will be a 21-day appeal period. Mary asked if there was a summary available of the material changes to the document. Ed said the track changes are available in the document. He said the changes include those that are statutory, changes to processes, and inclusion of the River Corridor piece. He said the core of the document remains the same. He would like to include the signage into the zoning, but currently it is separate.

Mary asked about the discussion of Blighted Properties in the C&ED meeting. There was discussion of escalated taxes for blighted properties to encourage clean-up of those properties. Mary noted that blighted property is covered in the contract with the City.

XII. New Business – City Owned Properties. A list of 7 properties (49 Pine St., 52 Pine St., 301 West St, 113 Library Ave., 0 Post St., North Street Extension and 0 Strongs Ave.) were included in the RRA Board packet for review. The RRA Board was asked if any of properties were of interest to the RRA or whether they should all be marketed. Ed said DPW wants to keep 0 Strongs Avenue. Chris moved to retain 0 Strongs Avenue and market the rest. Lori seconded. Discussion followed regarding whether there is a lien on 42 and 52 Pine Streets that could inhibit their sale and whether the North Street Extension piece should be marketed. Motion was approved 7-0.

XIII. Adjourn – All items on the agenda were addressed. The meeting ended at 8:59 am. The next meeting will be held on August 26 at 8 am.

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

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Mary A. Markowski, Secretary