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

Regular Meeting / October 14, 2025
Minutes

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

Also attending: Sean Adkins**,** Ed Bove and Barbara Spaulding

Absent: Stephanie Romeo

I. Edward called the meeting to order at 8:02 am.

II. Additions/Deletions – None.

III. Larry moved to approve the minutes of Sept. 23, 2025. Chris seconded. Motion was approved 6-0.

IV. Public Comment – None.

V. Warrant – Israel moved to direct the Chair to sign the warrant for 800 expenses totaling $$25,961.76 and recommend payment of Fund 100 expenses totaling $4,378.85 to the Board of Finance. Chris seconded. Motion was approved 6-0.

VI. Grant and BIAP Updates – Barbara presented the following grant and BIAP updates:

Hospital Heights aka Mahoney Grove Apartments - The monitoring performance letter was received Sept. 22 with one finding regarding BABA. The City was given until Oct. 10 to respond to the findings. Andy Miller of Ascend Housing Allies provided a response with the required documentation on Sept. 29, and the finding was cleared. On Sept. 30, Barbara prepared an initial draft of the final progress report and provided two potential closeout schedules to Andy Miller who was out of the office until Oct. 8. Barbara will follow up so that the final hearing can be scheduled. The grant end date is 12/31/25.

Rutland Housing Initiative 120 Maple Street – The beneficiary information has not been received, but a meeting with the Hales is scheduled for Tuesday morning.

Housing Planning Grant – Barbara is working on the next progress report and requisition which is due Oct. 15.

HTRC/NWWVT Merger Planning Grant – Barbara has been collecting information from Mary Cohen to satisfy the award conditions so that a requisition can be processed.

East Creek Commons – Work continues on collecting documentation for the award conditions.

BRIC – Local Hazard Mitigation Plan – The September 30 quarterly report was submitted on Oct. 10.

NBRC Grant – The City received a grant agreement offer for the $3 million for Downtown Rutland's infrastructure improvements. The agreement was reviewed by Elisabeth Kulas and Sean Adkins and requires the Mayor's signature. Next week, Elisabeth and Shasta will work with the RRA to set up in the GMS system for ongoing grant admin on the City's behalf.

Safe Routes to School Grant – This VTrans grant of $40,000 with a $10,000 match was received in 2024. The City had until Oct. 1 of this year to name an MPM or return the funds. The Aldermen approved a resolution on Oct. 6 naming Steffanie Bourque from the RRPC to serve as Municipal Project Manager. Barbara has drafted the contract with Steffanie, but it needs additional information to finish.

The $5,000 BIAP check was presented to Connor Balestra for Bin Force One on Sept. 30 after unanimous approval by the Board of Aldermen on Sept. 15. Photos were posted to the RRA Facebook page and Barbara was interviewed by Madelyn Nonni, a journalism student at Vermont State University on behalf of the Rutland Herald. Barbara participated in a similar article by Nonni on bellaluccias that was published on Sept. 30.

Barbara is waiting for an application from Kandis Grandchamp who is working with Ally Stevens to expand Nail'd It. She continues to reach out to BIAP recipients who are late in submitting their annual reports. As they are collected, she will put them on the RRA agenda.

Mary discussed the potential sale of 120 Maple Street and how that will affect the grant going forward. Sean said there is a meeting scheduled with VCDP staff and Zak this morning and that information will be shared with the Board.

VII. TIF Update – Sean said the voters approved the Bond by 85% and he is continuing with the momentum and meeting with developers and focusing on viable projects and is aiming for an "inside-out" economic development strategy, focusing on the Downtown core with the first few projects.

VIII. Executive Director Update – Sean said he did an interview with Greta Solsaa at Vermont Digger regarding the Wal-Mart redevelopment. He provided a letter of support for the Farmers' Food Center for their NBRC catalyst grant and toured the facility.

He will be asking for referral of both the LIFT and BRE programs to committee at the next Aldermen's meeting.

The City did not receive the 2025 VTrans Large-scale Bicycle and Pedestrian Grant for the Center Street Revitalization project. Therefore, the RRA will be working with both the DPW and RRPC to apply for a VTrans Alternatives Program Grant due Nov. 6.

Mary asked about the timeline for the Bond. Sean said the Beldens will begin sitework at the end of October and the City expects to begin work on the infrastructure in the spring. Edward said the Beldens had an unexpected charge for asbestos abatement and are ready to begin demolition. Sean expects the bond to be secured in December with funds available in March.

IX. BOA Update – Larry said the Aldermen approved the appointment of April Cioffi as the new Recreation Superintendent and he believes she is qualified for the position and respected by the employees. Larry also said that Jarod Blake was approved for the Rutland City Planning Commission (RCPC). Israel asked if this provides a quorum for the RCPC and Ed said it does. Larry said there is an Alternatives Public meeting scheduled for Oct. 23 at 6:30 pm at the Hub CoWorks to discuss conceptual alternatives to improve the safety of the Route 4 and 7 intersections.

X. Old Business – BIAP Application – Rustic Magnolia

Chris moved to recommend to the Board of Aldermen approval of a $5,000 BIAP grant to Rustic Magnolia. Lori seconded. Motion passed 5 yes and 1 no. Barbara will take the recommendation to the Aldermen on Oct. 20.

XI. New Business – BIAP Update – Euphoric Hair Experience

Barbara has not received any communication from La'Keiah but will follow up with her to see if she is available for the Oct. 28 RRA meeting.

Treasurer's Report 8/31/2025. Mary discussed the report saying the unassigned fund balance of $37,000 may be utilized for the FY26 budget and the reserves for the FY27 budget. The Board discussed the need for the $65,000 for TIF in the RRA/City contract to be included and the potential to hire a new position that could be shared with the Treasurer's office. Sean said he will be meeting with the Mayor to discuss the FY27 budget. Mary said the revenues and expenses are where they should be for two months, but that we are still waiting on an invoice from CEDRR. Ed added that there may be an invoice from the state for their review of the TIF in the amount of $10,000-$15,000. There is work being done in the legislature to change this process.

Israel asked if there has been any movement in filling the RRA Board vacancies. Edward said he will reach out to the Mayor regarding an interested individual. Sean said he knows people who are interested if the RRA had only one meeting a month.

Barbara said she included a list of the $10,000 BIAP loans in the RRA Board packet and asked if there were any questions. Mary said there are several solid businesses that are coming up on the three-year mark. Edward suggested that at the next meeting the Board decide what recommendation they want to make to the Aldermen regarding the 4 loans in default.

XII. Adjourn – All items on the agenda were addressed. The meeting ended at 8:37 am. The next meeting will be held on October 28 at 8 am.

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

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Mary A. Markowski, Secretary