



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

Regular Meeting / February 10, 2026
Minutes

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

RRA & Others in Attendance: Sean Adkins, Mayor Doenges, Ed Bove, Alderman Donahue, Barbara Spaulding, Jay Sabataso and Eric Peterson.

- I. Edward called the meeting to order at 8:02 am.
- II. Additions/Deletions – Mary asked to add a DRP update to the agenda and Edward moved the LIFT application after the warrant.
- III. Chris moved to approve the minutes of January 27, 2026. Larry seconded. Motion was approved 7-0.
- IV. Public Comment – None.
- V. Warrant – Israel moved to direct the Chair to sign the warrant for Fund 800 expenses totaling \$27,112.38 and recommend to the Board of Finance payment of Fund 100 expenses totaling \$2,515.10. Chris seconded. Chris asked about the payment to Acadia Insurance. Barbara explained that an audit of the RRA’s workman’s comp policy showed that an amount was due and non-payment could result in termination of the policy. She is working with the auditor to provide documentation that may result in a credit. Motion was approved 7-0.
- VI. LIFT Application – Sean corrected the application amount saying that the quote provided was \$13,167.50 and not \$12,000. He said the application meets the criteria for reimbursement of up to \$6,583.75. The applicant, Jay Sabataso, added that the work includes removing a counter, upgrade to electrical, replace flooring, wall repair, paint and building a dressing room that will convert the existing Giuseppe’s Italian Market at 26 Center Street into a women’s clothing store expected to open March 1. Chris asked if the other parcels owned by the applicant would be eligible for additional LIFT grants. Sean said yes, the owner can apply per parcel. Chris moved to recommend to the Board of Aldermen approval of a LIFT grant of up to \$6,583.75 to Jay Sabataso for work at 26 Center Street. Stephanie seconded. Motion was approved 7-0. The recommendation will go to the Aldermen on February 17.
- VII. Grant and Outreach Update – Barbara provided the following grant and outreach updates.

Hospital Heights aka Mahoney Grove Apartments - Closeout documents have been submitted.

Rutland Housing Initiative 120 Maple Street – Closeout documents have been submitted.

Housing Planning Grant – The Jan 15 progress report and requisition were submitted and approved. There is an amendment to the agreement that is being prepared and Barbara has asked for a copy.

HTRC/NWWVT Merger Planning Grant – The award conditions have been resubmitted as of Feb. 2.

Capital Improvement Plan – The closeout documents and final requisition are ready to be submitted.

Bylaws Modernization Grant – The closeout documents are being prepared and are due Feb. 28. Barbara will be requesting assistance from Ed Bove. Mary said there is \$3,500 that has not been requisitioned and asked about the status. Barbara said she is attempting to collect qualifying invoices so as not to leave any funding on the table.

Templewood Court VCDP application – On Feb. 2, the C&ED Committee unanimously recommended to the Board of Aldermen to apply on behalf of RHA for a VCDP grant in the amount of \$350,000 and it was approved. The grant application and environmental review have been opened in GEARS and the applicable writers have been assigned. The application is due March 2. A resolution will be brought to the Aldermen on Feb. 17, following the required public hearing, with a request for them to circulate for signature.

Outreach – Barbara met with Jay Sabatano who is applying for a LIFT grant to assist Kara Wevurski and Jillian Vitagliano who want to open Max & Dot an Après Ski women's clothing store in the Guiseppi's location at 26 Center Street. Jay is also interested in an SBD Loan for the upper floor of 241/2 Center Street for the renovation of a commercial space to residential.

Barbara is meeting with Tracy Adams of HFCU on Feb. 20 to discuss plans for a business women event.

The RRA's SAM registration which allows the RRA to apply for and administer grants on behalf of the City has been renewed. This is necessary annually.

Barbara is working with Berkley Audit Services in regard to the RRA's workman's comp policy. In addition to the quarterly 941s, the auditor needs job descriptions for both Sean and Barbara.

The seven VCDP annual reports for the City's loans managed by the RRA have been submitted all but the Maples have been approved to date.

The RRA Quarterly reports for 12/31/2025 require a motion to submit to the Mayor and Board of Aldermen. Larry moved to submit the RRA Quarterly reports for 12/31/2025 to the Mayor and Board of Aldermen per the City/RRA Agreement. Lori seconded. Mary asked which projects have been added to the Rutland Regional Priority Projects list. Sean said the three include the Rutland Creek Path Seg. 5, Center & Wales Street and the Airport. Mary said she will begin collections on the 5 defaulted BIAP loans by first calling them to find out their intent. She will update the Board at later date. With no further discussion the motion was approved 7-0.

- VIII. Executive Director Update – Sean said the Meet the Candidates event date was changed to Wednesday Feb. 18 at 5:30 pm at Treviso's and he expects 6-7 Alderman candidates and one mayoral candidate. Sean will also be the moderator.

Opportunity Zones – A new prospective OZ map has been published, which now includes two census tracts in the City of Rutland for the new iteration of OZ's. Sean's hopeful that this will hold and that the Governor will formally announce the City's zones later this year.

Sean met with Mari McClure, CEO of GMP, and discussed funding potential for the Center & Wale Street project.

There is also interest in a 4.5 million workforce housing program with M&T Bank. Larry asked why Rutland didn't receive any of the \$100M in delegated Federal funding. Mayor Doenges said that Rutland did receive congressionally delegated funding in FY25 for multiple projects and he expects the City will request funding for Center & Wales Street in the next round. Ed said this is where the priority list is important. Sean added that he is in discussions with Devon at the RRPC for the "BUILD" grant, formerly RAISE, of \$25M for Rutland.

Sean reminded the Board that there is a public meeting regarding the Municipal Plan on Wednesday at 5:30 pm at the Hub hosted by ReGrowth. Ed said there will be two additional meetings, one in the summer and another in the winter/spring of 2027. Mary asked how should she prepare for this meeting. Ed said the meeting is part introduction and part participation. He said there is a QR code with a questionnaire. Mary asked how the Meet the Candidates event was being marketed and what was the RRA's financial obligation. Sean said the event is on Facebook and there is zero financial obligation on the part of the RRA.

- IX. BOA Update – Larry discussed the Feb. 2 meeting saying there was a full house present to discuss the resolution presented by Alderman Tadio re: ICE. Ultimately the Board referred the resolution to the Mayor. Larry added that Melinda Humphries was voted in as a Police Commissioner and the nomination of Eric Peterson for the RRA Board was tabled for two weeks and will be voted on Feb. 17. Eric said he is

looking forward to the vote and that Rutland is a special community. Larry said there was also discussion of the mayoral election.

Alderman Donahue added that both recommendations from the RRA were approved including applying for the CDBG grant for Templewood Court electrical upgrades and the tax stabilization for the housing development at 101 Franklin Street. Mary discussed the potential for future applications to consider 5-7 year tax stabilization instead of 10 with the ability to reapply at year 7.

- X. Old Business – Barbara asked the Board members to let her know what date they prefer to have the holiday party.
- XI. New Business – Mary discussed the Treasurer’s Report for the period ended 12/31/2025 saying she and Sean met to discuss the FY27 budget, bank statements. She has correctly set up the Simple Plan contributions. In forecasting the end of year, it appears the RRA will end up in a good place. At 50% of the year, the expenses are at 50% with \$20,000 of expenses coming from the fund balance and not the operations budget. There will be a shortfall in grant admin revenue. She and Sean will continue to meet to go over the financials.

DRP Update – Mary said she had a conversation with Eddie Ryan who requested that the RRA reconsider requiring the DRP to budget for an audit every other year and to consider either a review, audit or compilation. Mary suggested this topic may need executive session. There was discussion on the history of the original request by the RRA for the DRP to start doing audits and at that time the cost was \$5,000 every other year. Stephanie asked how expensive the audit is now. Mary responded up to \$10,000. No action was taken.

Alderman Donahue said Sean did a great job at the Rutland City Rotary meeting discussing the RRA and future projects.

- XII. Adjourn – Larry moved to adjourn. Chris seconded. Motion was approved 7-0. The meeting ended at 8:41 am. The next meeting will be held on February 24 at 8 am.

These minutes were approved this ____ day of _____, 2026.

Mary A. Markowski, Secretary