



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

Regular Meeting / February 24, 2026
Minutes

Board Attendance: Edward Clark, Mary Markowski, Israel Mac, Chris Etori, Eric Petersen and Stephanie Romeo

Absent: Lori Arner, Larry Cupoli

RRA & Others in Attendance: Sean Adkins, Ed Bove, Barbara Spaulding, Joanna Gould and Zachary Pratt

- I. Edward called the meeting to order at 8:03 am.
- II. Additions/Deletions – Edward added the Worker’s Compensation No Loss Letter and Treasurer’s Report for January 31, 2026 to the agenda. He also moved the LIFT Application to after the warrant.
- III. Israel moved to approve the minutes of February 10, 2026. Chris seconded. Motion was approved 6-0.
- IV. Public Comment – Zachary Pratt asked for the RRA’s FY27 budget. Mary explained that the amount in the City’s budget reflects the contract between the City and the RRA. The contract is available on the RRA website. She will be working with Sean in May to create the RRA’s budget for FY27 to include the breakdown detail.
- V. Warrant – Israel moved to direct the Chair to sign the warrant for Fund 800 expenses totaling \$739.66. Chris seconded. Chris confirmed that the payment to Tuttle Printing finalizes the sign for Howe Center. Motion was approved 6-0.
- VI. LIFT Application – Joanna Gould discussed purchasing 69 Allen Street Suite 3 to open an in-person mental health counseling practice. There will be room for three additional professionals with one therapist already interested. Currently the location is vacant and the setup is awkward. The interior needs new paint, flooring, removal of medical sinks and renovation and expansion of the bathroom. Edward said the applicant provided the list of renovations, photos and a quote. Sean added that the application meets the criteria of the LIFT grant. Chris moved to recommend to the Board of Aldermen approval of a LIFT grant of up to \$10,000 to Water Willow Collective LLC for renovations at 69 Allen Street Suite 3 in Rutland. Eric seconded. Mary confirmed with the applicant that she has already purchased the suite. Motion was approved 6-0. The recommendation will go to the Aldermen on March 2.

- VII. Executive Director Update – Sean discussed the changes at CEDRR including the termination of Mose and resignation of Olivia. He said CEDRR is receiving resumes for the Executive Director position and hired Sarah Pelkey as the Director of Economic Development. Mary asked, in light of these changes, for an update to the program the RRA contributed to financially. Sean said there are two cohorts anticipated and that Gener8tor is contractually obligated to provide an administrator. Ed Bove said the funding provided by the RRA was spent with the first cohort. Edward said those funds were considered seed money for the program.

Opportunity Zones – Sean presented the OZ map saying that there are two zones in Rutland that we hope will be recommended by the Governor at the end of summer. The zones include the northwest neighborhood and most of the Downtown.

Sean accepted a request to be on the RRMC Board of Corporators. Eric said a vote on Sean’s nomination will be made at its next meeting.

- VIII. BOA Update – Barbara reported that the Aldermen, at their Feb. 17 meeting, approved the LIFT application for Jay Sabataso, signed the resolution for the City to apply for a VCDP grant for Templewood Court and approved the nomination of Eric Petersen for the RRA Board.

- IX. New Business – Barbara explained that after responding to the FY25 audit of the RRA’s workman’s comp, it has been determined that an increase of \$27 will be assessed and not the \$1,500 as originally charged. There is a \$50 reinstatement fee and the Chair has been asked to sign the Worker’s Compensation No Loss Letter which will result in a \$1,400 credit to the RRA. Stephanie moved to authorize the Chair to sign the letter on behalf of the RRA Board. Chris seconded. Motion was approved 6-0.

Mary discussed the Treasurer’s Report for the period ended 1/31/2026 saying that revenues are on target, except for the Grant Admin fees which has been discussed, and expenses are at 56% of budget. She will meet with Sean to go over the projected expenses for the next fiscal year. Mary added that there is one HFCU BIAP loan being repaid by Marble Valley and she will update the BIAP account for a future meeting.

- X. Old Business – Mary said the Meet the Candidates forum went well and she liked the way it was organized. Sean said he received 95% positive response. Chris suggested that the RRA take more of a lead on any future events. Sean said the forum was recently posted on PegTV.
- XI. Executive Session – Chris moved to go into Executive Session finding that premature general public knowledge would clearly place the RRA at a substantial disadvantage in discussing a contract. Stephanie seconded. Motion was approved 6-0.

At 8:30 am Chris moved to go into Executive Session and invite both Sean and Barbara. Stephanie seconded. Motion was approved 6-0.

Eric moved to exit Executive Session at 8:27 am. Chris seconded. Motion was approved 6-0.

Chris moved to assign \$20,000 from the Capital Projects fund balance to a new TIF Relative Expenses fund balance. Stephanie seconded. Motion was approved 6-0.

Chris moved to pay Foster Sargeant LLC \$5,500 for an appraisal from the TIF Relative Expenses fund balance. Stephanie seconded. Motion was approved 6-0.

Barbara said she will send out information on the potential date of the postponed Post Holiday, Holiday Party.

- XII. Adjourn – Chris moved to adjourn. Israel seconded. Motion was approved 6-0. The meeting ended at 9 am. The next meeting will be held on March 10 at 8 am.

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

Mary A. Markowski, Secretary