



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

Regular Meeting / March 24, 2026
Minutes

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

RRA & Others in Attendance: Sean Adkins, Ed Bove, Barbara Spaulding, Jay Sabataseo, Mayor Tom Donahue, Alderman Peter Franzoni

- I. Edward called the meeting to order at 8:02 am.
- II. Additions/Deletions – Edward suggested moving the LIFT application to after the warrant.
- III. Lori moved to approve the minutes of March 10, 2026. Eric seconded. Motion was approved 7-0. Lori moved to approve the minutes of March 12, 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 \$254.16 and recommend to the Board of Finance payment of Fund 100 expenses totaling \$79.00. Lori seconded. Motion was approved 7-0.
- VI. LIFT Application – Jay Sabataseo said he will be replacing doors and windows on the second floor of 24 ½ Center Street. There are three contracts involved and the doors will match the existing aesthetics and the windows will be energy efficient to assist in decreasing the cost of fuel oil. A new more efficient boiler is also being installed as part of a bigger project. Mary asked how many units are at the location. Jay said there are 5 units and four buildings. Edward asked why the doors were being changed. Jay said it was necessary to convert one of the units to a one-bedroom, 1200 ft. apartment that will have a parking space in the deck.

*Stephanie arrived.

Eric asked about the contractors. Jay said Brian Patrick Builders to install the doors, Clark's Glass for the widows and CDF is the vendor for the doors. Sean added that the cost to paint was removed from the application because the cost is ineligible with Jay doing the work himself. Chris moved to recommend to the Board of Alderman approval of an up to \$10,000 Lift grant to Jay Sabataseo for renovations at 24 1/2 Center Street, Rutland. Eric seconded. Motion was approved 8-0. The recommendation will go to the Aldermen on April 6.

- VII. Executive Director Update – Sean said application for Congressionally Directed Spending is due Thursday and he will be submitting two requests, one to Sen. Welch and one to Sen. Sanders, both for the Rutland Creek Path. Several letters of support have been collected. Mayor Donahue said he will also provide a letter of support.

Sean said after speaking with Mary, he is looking into economic development Software to help with grant administration and overall operations by creating a centralized system that both Barbara and he can access.

The Downtown Development Corp. (DDC) appears to have broken free from the Downtown Rutland Partnership (DRP) during the process of the sale of the Parker House. Discussion followed regarding the history of the DDC and relationship with the DRP and RRA. Stephanie suggested modification of the Agreement between the RRA and the DRP which currently references the DDC. Lori asked how the funds from the sale will be used. Ed Bove discussed the expiration of the covenants by HUD and Fucci on the Parker House and how an eventual sale was supposed to benefit the Downtown. Sean will keep the Board apprised of the situation.

Sean discussed creating a housing development fund with \$4.5 million in federal funding. He will be working with M&T Bank to set up a “Roofs Over Rutland” type program. Mary asked what the RRA’s role will be with the funding. Sean said the RRA will be the facilitator or a sponsor.

Mary asked Sean about the May 1st deadline to draw funds from the TIF bond. Sean said the MPCC is nearly ready to sign which precedes the drawdown of the funds. He is waiting on the moving of the onsite city-owned power meter by Lafaso and transformer by GMP, which Sean has requested in hopes to lower the overall project cost for the City’s TIF obligation.

- VIII. BOA Update – Larry said the Mayor and newly elected Aldermen were sworn in and Alderman Allaire was re-elected as Chair. Mayor Donahue nominated Barry Beauchamp as Alderman and the nomination was tabled for two weeks. The Aldermen approved the special event permit for the Whoopie Pie Festival, as well as, the LIFT application for Chris Sabatso and Shianne Webster for their project on State Street. A request from Ed Bove to refer the Capital Reserve Fund to the Finance Committee was approved. The Aldermen also approved a request from Bob Protivanski to assign \$470,000 from the Local Option Tax to pay for paving, guardrails, precast and concrete and pavement markings. Alderman Talbott was the “no” vote and Larry now believes it was a mistake to use LOT funds for operational expenses. Mayor Donahue explained that these costs were initially in the DPW budget, but were removed by Mayor Doenges. Mary said it has been several years in the making. Mayor Donahue asked if the organizers of the Whoopie Pie Festival should be made aware that Center Street could be used this year for their event. Larry said the plan is to locate on Merchants Row.

- IX. Old Business – None.

- X. New Business – Mary discussed the Treasurer’s report for the period ended February 2026 saying that she assigned \$20,000 to TIF projects and that the budget is on target in terms of revenue and expenses. She will be discussing with Sean the FY27 budget after the March report is completed. Chris asked if the DRP had discussed an increase to their FY27 budget with Sean. Sean said he is aware of an increase request. Mary said she and Sean reviewed the FY25 draft financial statements and there were no issues. The auditor will report out to the RRA Board at a future meeting.

There was some discussion regarding the op ed letter in today’s Herald from Ben Doyle (Preservation Trust of Vermont) regarding the Walmart relocation.

- XI. Executive Session – None.
- XII. Adjourn – Larry moved to adjourn. Chris seconded. Motion was approved 8-0. The meeting ended at 8:37 am. The next meeting will be held on April 14 at 8 am.

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

Mary A. Markowski, Secretary