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

Regular Meeting / June 9, 2026
Minutes

Board Attendance: Edward Clark, Eric Petersen, Mary Markowski, Chris Ettori, Larry Cupoli and *Stephanie Romeo

Absent: Israel Mac, Dick Courcelle and Lori Arner

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

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

II. Additions/Deletions – None.

III. Eric moved to approve the minutes of May 27, 2026. Larry seconded. Motion was approved 5-0.

IV. Public Comment – None.

V. Warrant – Chris moved to direct the Chair to sign the warrant for Fund 800 expenses totaling $25,637.38. Mary seconded. Motion was approved 5-0.

VI. Director of Grants and Outreach Update – Barbara provided the following updates:

Lincoln Place – On June 1, the City received the Certificate of Program Completion for the $498,000 grant for Lincoln Place, which was the rehab of the former IHM school located at 10 Lincoln Avenue into permanent supportive rental housing. The project was completed on Dec. 31, 2022. Records will need to be maintained for a minimum of five years.

Hospital Heights aka Mahoney Grove Apartments - The City received the Certificate of Program Completion and the grant has been successfully closed. Records will need to be maintained for a minimum of five years.

Rutland Housing Initiative 120 Maple Street – Jon Hale contacted Barbara to inform the City that 120 Maple Street received permission from the state to put the property on the market. A six page addendum covering all of the covenants on the property will need to accompany the Purchase & Sales Agreement for any potential buyer.

*Stephanie arrived.

VTrans Small and Large Scale Pedestrian Grants – The Aldermen signed a resolution at their May 18 meeting to support two applications for Segment 5 of the Rutland Creek Path. The applications are due June 12.

Housing Planning Grant – The quarterly progress report for the period ended March 31 and next requisition were submitted and approved. The City has received reimbursement. The next progress report and requisition is due July 15.

HTRC/NWWVT Merger Planning Grant – The remaining special conditions were submitted and the project has received permission to begin requisitioning. Barbara is working with Melanie Paskevich to submit the first/final requisition in July. This will be for expenses incurred through June 30, 2026. The June 30 progress report is due July 30.

East Creek Commons – VCDP issued the release of funds from the Env Rev on June 4. This is one of the remaining special award conditions. The approval came with several conditions that will need to be documented throughout the project timeline. The closing on the property is scheduled for July 14 and Barbara is assisting Jan of Cornerstone with getting the City's option agreement on the properties extended. Additionally, the City holds a mortgage on the Columbian Avenue properties from a 2001 VCDP grant for $280,200 which was loaned to HTRC to rehab 194 and 196-198 Columbian Avenue. The loan was deferred 25 years and came due June 7, 2026. Cornerstone is asking for forgiveness of the loan and discharge of the mortgage before the closing on July 14. Barbara is working with both Cassie Bell of VCDP and the City Attorney to make this happen. Mary asked if this loan has been tracked on the quarterly reports. Barbara confirmed it has been.

Animating Infrastructure Design for Rutland Transit Center – The RFP for the design of the pillars in the Transit Center was published with a submission deadline of July 10. Sean has been fielding calls from artists looking to submit their designs.

Templewood Court VCDP application – There is a meeting with Kevin Loso and Liz Curry today to prepare for the CD Board meeting on Thursday at 11:30 am. The RRA has $3,500 in grant fees in the project budget.

NBRC Center/Wales Street Redevelopment – The resolution to change the name of the Authorizing Official to Tom Donahue was approved by the Aldermen on May 18 and submitted together with other necessary paperwork to the LDD.

Extreme Cold Weather Shelter Program (ECWSP) – The City received a grant of $147,000 from Vermont Interfaith Action to shelter unhoused people at the Rutland Free Library over the winter. The grant end date was May 30, 2026 and Barbara is working with the City Treasurer and Chris Louras to submit a requisition and complete the necessary paperwork to close out the grant. Barbara is also working with Mark in Building & Zoning to complete a Certification of Local Government

Approval that states any/all local permits were acquired for the project. This will need to be signed by the authorizing official.

On May 18, the Aldermen referred discussion of funding the BIAP and LIFT programs in the FY27 budget to the C&ED Committee. To date, a meeting has not been scheduled. Barbara will follow up with Alderman Gillam.

BIAP Application – On May 18, the Aldermen approved a $2,790 BIAP grant to Brooke Hemenway for Amazing Glaze Pottery on Center Street. She is planning a grand opening in July.

Barbara reached out to Nicole Powell owner of The Rustic Magnolia following a fire at her location on May 31. Nicole has stated that they are establishing a temporary location and plan to rebuild. The Rustic Magnolia received a $5,000 BIAP grant last October.

On February 12, the final annual report was submitted from Fratelli Corp dba Taco Fresco who received a BIAP $10,000 forgivable loan 3 years ago. They have satisfied the conditions of the loan to be in a position to request forgiveness. A motion to recommend to the Aldermen forgiveness of the $10,000 BIAP Loan to Fratelli Corp dba Taco Fresco is requested. Chris so moved. Larry seconded. Motion was approved 6-0.

Barbara provided BIAP and LIFT information to the following:

- Cooper Cab LLC, Scott Burton looking to expand transportation availability
- Little Beehive, Ashley Oberg expanding her home day care to a leased space on Woodstock Avenue

Larry said he believes the daycare center is in Rutland Town and needs water/sewer hookup. Barbara said she will follow up with Ashley.

On July 15, Barbara will be attending the Fair Housing Virtual Training provided by VCDP. Municipal staff must attend for the City to qualify for grants. This training is provided every 3 years.

The City's FY25 single audit was approved by VCDP. Barbara is working on compiling the necessary internal grant reporting for FY26 to the Treasurer by July 2.

VII. Executive Director Update – Sean said the Charter & Ordinance Committee met to discuss a draft vacant blighted property ordinance. The C&O committee gave Sean permission to start a working group to review the draft and report back at the end of July. Mary asked if there is a list of these properties. Sean said there is and it is a small list. Sean said the ordinance would give the City the power to designate a property as blighted or nuancing various factors. Stephanie asked how the ordinance would be enforced. Sean said it would depend on the case. Eric asked about objectivity and creating a points system to discourage subjectivity. Mayor Donahue added that the ordinance includes commercial property. Alderman Franzoni said safety should be the main concern.

Sean said that Rutland's City-wide Opportunity Zone is gaining momentum nationally as he has been taking calls and meetings with investors. This will be transformative for Rutland with one zone including the plaza and the second the downtown core. Chris asked when the official announcement would be made. Sean said he expects the Governor to make the announcement in August. He is trying to set up a banking partner to be included in the Governor's announcement. Mary asked if this could be combined with TIF. Sean said it can be combined with several incentives including the New Market Tax Credits. He added that TIF can't be used with CHIP.

Sean said there will be a second public meeting to discuss the conceptual plans for the redevelopment of Center Street on June 18 at City Hall at 5:30 pm. There was discussion on whether the decision for a one-way plan was already approved a few years ago, as the BoA endorsed a one-way plan after a similar meeting at the Paramount.

VIII. BOA Update – Larry said the meeting included a visit from Mark Stockton of Stockton Security who was hired by BRIXMOR to issue civil tickets to people parking in the plaza, but not shopping in the plaza. Additionally, the nomination of Susan Star-Adams for the Planning Commission was unanimously approved and both Jeffrey Gauvin and Roy Thomas' nominations for the Planning Commission were tabled. Edward brought up the recent announcement of impact fees being paid to Rutland Town. Chris asked whether the City should reconsider asking for impact fees for the effect of Wal-Mart leaving the plaza will have on the City. There was discussion on whether the opportunity was still there. Mayor Donahue said he would work with Sean to pursue these fees. There was also discussion regarding the Mayor asking the Aldermen to refrain from making uninformed comments on social media.

IX. New Business – Treasurer's Report April 30, 2026. Mary asked to discuss the April report prior to discussing the FY27 budget. She reported that expenses are on budget however the RRA will end the year with a $46,000 shortfall due to non-receipt of the $65,000 as contracted with the City. To cover the deficit funds from the unassigned fund balance, capital funds and gateway project will need to be used. Discussion continued on how to collect the $65,000. Mary suggested speaking with the City Attorney.

X. Old Business – Draft RRA FY27 Budget. Mary discussed some unexpected expenses including Gallagher Flynn, TIF, Downtown sign. The draft budget includes 4% salary increases, 3% DRP increase and has a $30,000 shortfall. Edward discussed a combination of solutions and a more palatable invoicing of the $65,000. A final draft of the FY27 RRA budget will be presented at the next RRA meeting.

Discussion of reallocating funds from the City's RLF – Barbara read an email from Melanie Paskevich, Chief Program Officer at Cornerstone Housing asking the RRA to recommend to the City reallocating the funds from the RLF to another program/initiative better suited to the needs/market. The email outlined how recently several landlords were unable to move forward in the program and there has been little interest since. Sean said he would like to propose a program for reallocating the funding. Edward tabled the discussion until Sean can present a proposal.

Edward said he received an email saying that the person chosen by the City-owned Properties Committee removed their bid. There was discussion as to why including tenant issues and newspaper articles. Mary suggested that the property bids should be sealed and highest bidder awarded. Others weighed in that a scoring rubric be used to determine the best use for the City. Ed Bove suggested that the new Vacant Blighted Property Ordinance may alleviate the need for the current process.

XI. Adjourn – Chris moved to adjourn. Stephanie seconded. Motion was approved 6-0. The meeting ended at 9:21 am. The next meeting will be held on June 23 at 8 am.

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

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Mary A. Markowski, Secretary