



RUTLAND REDEVELOPMENT AUTHORITY  
CITY OF RUTLAND  
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Regular Meeting / October 25, 2016  
Minutes

**Attendance:** Dave Cooper, Ed Clark, Barbara Spaulding, Wendy Wilton, Mike Gauthier, Brennan Duffy, Israel Mac and Chris Etori.

**Absent:** Betsy Bloomer and Stephanie Romeo.

**Also attending:** Cindi Wight, Recreation Superintendent.

- I. The meeting was called to order at 8:03 am.
- II. Agenda Additions/Deletions – The order of the agenda was changed until a quorum was present.
- III. No one from the public was in attendance to address the Board
- IV. Barbara provided the following grant updates:

Both the Hickory Street Phase III and Evelyn Street Redevelopment projects received VCDP funding. Official notification will be made Nov. 4.

SVCOA 143 Maple Street – The Board of Aldermen, at the Oct. 17 meeting, approved the Mayor's signature for the grant agreement. Work continues on the attorney's opinion, sub-grant agreement, mortgage and promissory note.

Northwest Neighborhood Revitalization – The eleventh requisition has been submitted. All but \$9,000 of the Zambias funds dedicated to this project have been expensed.

VTrans Alternatives Program – The Aldermen signed a resolution on Oct. 17 in support of the application for additional funding for Segment 4 of the Rutland Creek Path. The request for \$91,142 with \$22,786 in matching funds was made necessary due to changes in the design of the right-of-way. An award announcement is expected in December/January.

Zoning By-laws Revision – The Municipal Planning Grant application is due Oct. 31 and work continues this week.

RRA DUNS – The RRA's DUNS has been successfully re-registered with sam.gov as required annually.

- V. Ed moved to approve the minutes of October 11, 2016. Mike seconded. Motion was approved.
- VI. Ed moved to authorize Dave to sign the warrant for payment of Fund 800 expenses totaling \$2,628.78 and recommend to the Board of Finance payment of Fund 100 expenses totaling \$1,151.00. Chris seconded. Motion was approved.
- VII. Brennan provided the following updates:

Northwest Neighborhood Revitalization – An open house at 59 Baxter Street is scheduled for Friday, Nov. 4. NWWVT is organizing an invitation lunch from noon to 1 pm followed by the public open house and walking tour from 1 to 4 pm. This will kick-off the marketing effort for this property and highlight the current success of the Northwest Neighborhood revitalization.

Rocket Video – The cost of the video has increased from the original quote and Brennan continues to negotiate the cost and content of the video. NWWVT and the RRA would conceivably co-sponsor the episode.

BIAP Application – The Aldermen approved the \$5,000 grant for assistance through the Business Incentive and Assistance Program from Rutland Integrative Health/Red Lotus Wellness at their meeting Oct. 17. The grant is contingent on the purchase of the property.

34 North Main Street – Negotiations continue between a prospective end user and the property owner. Dave suggested being flexible with the incentives as the property is an entry point into Rutland. Brennan discussed his past efforts to offer municipal incentive programs for assistance. He will continue to facilitate the process.

Downtown Pedestrian and Gateway Improvements – The soil testing has occurred and final test results are still being compiled. The cost of any soil remediation will be determined before going back out to bid in November.

SBA Portal – City department heads will have the opportunity to comment on the portal at a 10 am meeting today. The RRA Board will potentially have a chance to review prior to the portal going live in mid-November.

Northwest Neighborhood Revitalization - The City has taken possession of the Park Avenue federal forfeiture properties. Wendy announced a press conference is being scheduled by the U.S. Attorney's office.

Regional Marketing Initiative – An RFP is being put together by the Committee and is expected to go out in the next week and half. There will be approximately 30 days to respond. Discussion regarding coordination with the World Cup event.

VTrans Rail Symposium – Nov. 2 meeting at 6 pm at the Holiday Inn.

Vermont Development Conference – The RRA is a sponsor and Brennan will attend on Wednesday, Nov. 2 with a booth to promote the City.

VIII. DRP Update – Mike attended the October meeting during which there was discussion of the DRP budget and the possibility of a request to the RRA to vary the monthly payment amounts to better align with expenses. Discussion also included the new parking meter decals that have been ordered to simplify the process. Mike also reported that there was some frustration with the lack of communication during the Columbus Day weekend with the City’s paving and closing of downtown streets. The tree lighting will coincide with the World Cup activities and new commercials are being prepared for WCAX and FOX.

IX. New Business – Treasurer’s Report as of September 30, 2016 FY2017 Period 3.

Ed moved to receive and accept the Treasurer’s report. Mike seconded. Motion was approved.

X. Old Business.

Center Street Marketplace – Cindi Wight discussed the budget and additional grant funding that is being sought. The project is going out to bid next week with a pre-bid meeting scheduled for Nov. 14 and bids due Dec. 5.

XI. Chris moved to adjourn. The meeting ended at 8:58 am.

These minutes approved this \_\_\_\_ day of \_\_\_\_\_, 2016.

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Barbara Spaulding for Betsy Bloomer, Secretary