



RUTLAND REDEVELOPMENT AUTHORITY  
CITY OF RUTLAND  
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Regular Meeting / July 25, 2017  
Minutes

**Attendance:** Dave Cooper, Stephanie Romeo, Israel Mac, Chris Etori, Barbara Spaulding, Ed Clark, Betsy Bloomer and Matt Whitcomb.

**Absent:** Brennan Duffy, Mike Gauthier and Wendy Wilton.

**Also Attending:** Tara Kelly, Zoning Administrator.

- I. The meeting was called to order at 8:02 am.
- II. Agenda Additions/Deletions – Chris asked to add the Wales Street M&S Developers update under New Business.
- III. Ed moved to approve the minutes of July 11, 2017. Chris seconded. Motion was approved.
- IV. No one from the public was in attendance to address the Board.
- V. Ed moved to authorize Dave to sign the warrant for payment of Fund 800 expenses totaling \$7,172.42 and recommend to the Board of Finance payment of Fund 100 expenses in the amount of \$1,875.00. Matt seconded. Barbara confirmed that the amount requested by 802 Fence Company did not exceed the amount restricted in RRA funds. Motion was approved.
- VI. Barbara provided the following grant updates:
  - Hickory Street Phase III – Working with Karen Allen to finalize the award conditions so that a grant agreement can be offered to the City.
  - Rutland County Parent Child Center –The cost to remediate the property at 16 Chaplin Avenue is estimated at \$236,000. The State is working with Caprice to fund the cleanup through a grant under the Brownsfield Reuse and Environmental Liability Limitation Program (BRELLA). There may need to be a change in ownership of the property to apply for the funding. RCPCC is committed to the project.
  - Center Street Marketplace – Worked with Brennan and Tara to file an application to the VT Recreational Facilities Grant program for \$25,000 to add recreation amenities into the marketplace previously stripped to reduce costs from the project.
  - Rutland Creek Path Segment 4 – Working on Requisition 12 for F/Y17.

Loans: Continue to work on the annual reports for the six outstanding loans.

VII. Dave read the following project updates provided by Brennan:

Center Street Marketplace – Agreement signed with R. Parker Enterprises (Parker Excavation) on 7/19. Pre-construction meetings held on Wed and Thursday with stakeholders and abutters. JTC resident engineer is on the job and will be working with contractor on finalizing scheduling and logistics. Planning to start pre-work Monday and estimating substantial completion by November as planned.

Gateway Improvements – Project is almost completed with most of the bump-outs completed this week and final landscaping along Strongs to be completed next week. Several change-orders have been necessary along the way to keep the project moving and without a project contingency several of these will need to come from the \$20,000 contaminated soils commitment made by the RRA. The actual soils removal cost is expected to be significantly lower than the \$20,000 so this should be a workable solution to the unavoidable costs. Meeting with DPW was productive in finding solutions for issues that have arisen so far.

Contract for fencing was signed with 802 Fence Company and down payment for materials is in warrant. Fence construction expected to begin in August due to scheduling conflicts of the contractor.

Evelyn Street – After follow up we were notified that the City's revised Site Access Agreement is being reviewed by Brixmor legal dept. No indication of a response time was provided.

BGS Rec Facilities Grant Request - Application for \$25,000 facilities grant for CSM was submitted 7/13. No response time to the application was provided.

VIII. DRP Update – Dave read some highlights from the recent DRP meeting minutes.

IX. BOA Update - Chris said Ed was nominated by the Mayor for the RRA Board and his nomination was tabled until August 7. The BIAP revisions were approved. The Recreation Committee is extending the contract with NBF to provide information for a bathhouse at White's Pool. Mary Cohen discussed the strategic approach to the regional marketing that is being developed.

X. New Business – City Owned Property Disposition.

The Community and Economic Development Committee met to consider a process for putting City-owned properties back into use in a way that respects the Housing Study. Tara distributed copies of the proposed process and the current list of 20 City-owned properties. She discussed how properties would be considered through the decision tree citing examples of how the RRA could recommend that a property be used to forward the strategic housing goals of the City. The Board reviewed

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sample property profiles and agreed at the very least, photos and a location map were necessary in addition to physical site visits. Stephanie nominated Dave and Brennan to serve on the Option #3 committee. Ed seconded. Motion was approved. That committee will be made up of 2 RRA members, BOA president, C&ED Chair, and Tara. Brennan and Dave will bring a proposal to the next meeting on how the RRA will move forward in our role as an advisor in this process.

Tara will include photos and map locations for the City owned properties as part of the property profiles.

Wales Street M&S Developers.

Chris discussed the proposed redevelopment at the Berwick site and suggested that Brennan give an update at the next meeting regarding the activity happening at the site.

- XI. Old Business – D&O Insurance. Discussion was tabled until the next meeting pending receipt of the insurance quote.
- XII. Chris moved to adjourn. The meeting ended at 8:56 am.

These minutes approved this \_\_\_\_ day of \_\_\_\_\_, 2017.

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Betsy Bloomer, Secretary