



RUTLAND REDEVELOPMENT AUTHORITY  
CITY OF RUTLAND  
1 Strongs Avenue  
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Regular Meeting / February 10, 2015  
Minutes

Attendance: Dave Cooper, William Notte, Brennan Duffy, Claus Bartenstein, Barbara Spaulding, Mike Gauthier, and Wendy Wilton.

Absent: Ed Clark, Stephanie Peters and Israel Mac.

Also attending: Chris Etori, Downtown Rutland Partnership and Cristina Kumka, PEG TV.

- I. The meeting was called to order at 8:02 am.
- II. Agenda Additions/Deletions – None.
- III. Claus moved to approve the minutes of January 27, 2015. Wendy seconded. Motion was approved.
- IV. No one from the public was in attendance to address the Board.
- V. Wendy moved to authorize Dave to sign the warrant for payment of Fund 800 expenses totaling \$21,099.00 and recommend to the City Board of Finance that \$1,529.89 in Fund 100 expenses be approved for payment. William seconded. Motion was approved.
- VI. Barbara provided the following grant updates:

Maples RLF Closeout Agreement – Working with Agency of Commerce & Community Development to confirm repayment date of loan and finalize filing of closeout report for 6/30/14.

Downtown Designation Renewal 2015 – The draft renewal application was submitted for review on Jan. 30. Gary Holloway, the Downtown Program Coordinator, conducted the review and it was determined that the City will have to proceed with an amendment to the Master Plan. Language will need to be added to establish that the Downtown Designation furthers the goals of the City's Master Plan in order for the document to be in compliance with Act 59. The Planning Commission will be presented with two paragraphs and a map to be added to the Master Plan at their meeting on Feb. 18 and asked to set a public hearing in March. The process to amend the Master Plan may exceed the deadline for the City's renewal application of May 1 but there is a 90-day grace period during which the City's designation will not be revoked while we continue to the public hearing process to amend the Master Plan. There are funds available in the Building & Zoning budget to pay for the required notices and new copies of the plan provided it can be completed within FY15.

VII. Brennan provided the following project status updates:

Center Street Marketplace – There is a meeting today at 1 pm at the RRPC.

DTF Application – There is a Community & Economic Development Committee meeting at 6 pm on Feb. 11 at City Hall to discuss the Downtown Transportation Fund grant proposal. Brennan presented site plans and drawings by LandWorks showing the proposed new sidewalk and pedestrian bump-outs and crosswalks along Strongs Avenue and on Merchants Row. He will be meeting with Vermont Railway today to discuss their participation in the project. The LandWorks consultant believes the changes to Strongs Avenue will be traffic calming and allow for better pedestrian access into the downtown from Howe Center. The budget estimate from LandWorks is within the budget discussed earlier with \$100,000 from the Downtown Transportation Fund and \$175,000 from DPW with Rutland Blooms contributing to the plantings and landscaping.

Vermont Business Expo – The booth for the show has been reserved and work has begun on the concepts and design. The Expo is May 20-21 in South Burlington.

IEDC Training Course – Brennan is looking into a training course in Ottawa in May.

133 Forest Street – Sale of the property appears to be moving forward despite the issues that require an amendment to the existing Act 250 permit.

Downtown Designation Renewal – The committee to discuss the 5-year strategic plan required by the renewal application has met and will conduct a SWOT analysis at its next meeting. In addition, the renewal application requires a Capital improvement program and budget specific to the downtown that will need to be approved by the Aldermen.

VIII. New Business.

While attending the Better Buildings by Design conference, Claus met a manufacturer with the ability to make wireless access point conversion that may be of interest in the next expansion of historic streetlights and LED conversions.

IX. Adjourn.

Wendy moved to adjourn. Motion was approved. The meeting ended at 9 am.

These minutes approved this \_\_\_\_ day of \_\_\_\_\_, 2015.

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Barbara Spaulding for Israel Mac, Secretary