



RUTLAND REDEVELOPMENT AUTHORITY
CITY OF RUTLAND
1 Strongs Avenue
RUTLAND, VERMONT 05701
(802) 775-2910 allenrra@rutlandvtbusiness.com

Regular Meeting / May 14, 2013
Minutes

Attendance: Jerry Kreitzer, Ed Clark, Israel Mac, Dave Cooper, Claus Bartenstein, Barbara Allen, Brennan Duffey and Mike Gauthier. Also in attendance: Michael Coppinger and Jim Sabataso.

Absent: Wendy Wilton and William Notte.

The meeting was called to order at 8:01 am.

- I. Jerry moved to approve the minutes of April 23, 2013. Mike seconded. Motion was approved.
- II. No one from the public was in attendance to address the Board.
- III. Ed moved to authorize Dave to sign the warrant for Fund 800 expenses totaling \$24,373.90 for payment. Jerry seconded. Motion was approved.
- IV. Conference call with Randall Northrop, CPA, of Corrette & Associates regarding the RRA Internal Control Report dated June 30, 2012; and the RRA audited financial statements for the year ended June 30, 2012. Dave suggested that at a future meeting the Board discuss the four recommendations by the auditor.
- V. Mike Coppinger completed his review of the quarterly DRP status report. Mike will present the DRP's proposed 2014 workplan and budget during the June 11 meeting with anticipated RRA approval on June 25.
- VI. Barbara discussed the grant updates and distributed copies of the Maples Revolving Loan information:

Hickory Street Phase II: The Aldermen approved the Anti-Displacement Plan on May 6 so all VCDP award conditions have been met and documentation submitted. A grant agreement is forthcoming.

West Street Pedestrian Access: The Aldermen signed a resolution in support of an application to DTF for funds to construct new sidewalks on West Street connecting the downtown with the new farmer's market and Rutland Creek Path. The application is due May 20.

Accessibility Improvements: The final plans for the VTrans grant for 3 curb ramps and 95 lineal feet of sidewalk on West Street should be completed by July 2013 and construction is likely to start Spring 2014.

Madison, Wales, Washington Streetlights & Sidewalks: Letter to Aldermen stating reasons for the amendment to this project will be included in their May 20 board packet. Pending no opposition, the Mayor will be asked to sign the amendment.

Maples RLF: A loan repayment in the amount of \$4,709.00 has been received and deposited into the RLF. An update of the RLF bank account status was distributed.

VII. Brennan provided the following project status report:

Berwick Site: The draft Corrective Action Plan (CAP) was received. Ed Bove of the RRPC said the work was do-able with Brownfields clean up grants. An application is due Oct. 13 and the process would take from six months to a year. Brennan needs to find out from the developer if there is still interest in the three parcels.

37 Pine Street: Brennan met with Habitat for Humanity Rutland Chapter last week to see if they had any interest in the property. The chapter is still working on paperwork to officially establish the itself.

Evelyn Street Reconfiguration: Renderings by Carpenter & Costin were shown to the Board. Brennan will take the CAD program renderings to stakeholders in hopes of re-engaging Brixmor and getting TD Bank as an advocate.

Post Office Annex: letter, update real terra-cotta facade.

Project Vision: Brennan is looking for volunteers to help clean up a section of the targeted neighborhood on June 1 from 9 am to noon.

RRCC Membership Directory: Brennan distributed a copy of an ad for the RRA to be included in the directory.

RRCC Golf Classic Fundraiser: The Board gave Brennan permission to assemble a 4-person team for the May 31 golf fundraiser. The donation will be from the RRA for \$396.

Vacant Property Ordinance: Charter & Ordinance will meet Wednesday, May 15, at 5:30 pm to discuss the draft ordinance.

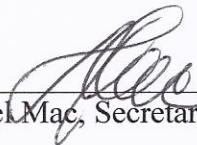
RRA Budget: Brennan will propose the FY 14 budget at the June 11 meeting provided he can get the May YTD figures. There was some discussion regarding the potential increase in healthcare costs coming in January.

Parking Garage: Four management proposals were received and two are being considered. A decision is expected in June.

5/14/13

- VIII. New Business: A Rochester, NY real estate agent contacted Brennan regarding the 4/7 property and he was referred to Ray Ault with follow up from RRA to continue.
- IX. Jerry moved to adjourn. Ed seconded. Motion was approved. The meeting ended at 9:21am.

These minutes approved this 11TH day of Jun, 2013.



Israel Mac, Secretary