



RUTLAND REDEVELOPMENT AUTHORITY
CITY OF RUTLAND
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Regular Meeting / July 9, 2013
Minutes

Attendance: Ed Clark, Wendy Wilton, Jerry Kreitzer, Mike Gauthier, Dave Cooper, Brennan Duffy and Barbara Allen.

Absent: Claus Bartenstein, Israel Mac and William Notte.

The meeting was called to order at 8:02 am.

- I. Jerry moved to approve the minutes of June 25, 2013. Ed seconded. Dave suggested removing the word "statements" from paragraph V and replacing it with "information." Both the maker of the motion and second agreed to the amendment. Motion was approved.
- II. No one from the public was in attendance to address the Board.
- III. Wendy moved to authorize Dave to sign the warrant for payment of Fund 800 expenses totaling \$1,927.97. Ed seconded. Motion was approved.
- IV. There was an extensive discussion regarding the proposed DRP FY14 contract. Wendy asked for quarterly financial statements and specific goals/benchmarks. Dave discussed concerns that the autonomy of the DRP Board needs to be protected. Jerry said the RRA Board should be better informed as to what the Partnership is doing without causing any undue burden on its staff. Mike said he felt that paragraph 7 of the contract as written addresses his concerns.

Ed suggested modifying the language in paragraph 7 of the DRP FY14 contract to include requiring the submission of quarterly profit & loss reports and balance sheets. No formal action was taken but the Board was in agreement to add the requirement.

Wendy moved to approve the DRP FY14 contract as drafted with the amendment to require formal quarterly profit & loss and balance sheets subject to Dave's review and approval of the amended contract. Ed seconded. Motion was approved.
- V. Brennan discussed the hotel analysis proposed by PKF Consulting out of Boston, Mass. The firm estimated the cost would be \$10,000 plus travel expenses between \$1,000-\$1,500. The DRP has approved splitting the cost and the RRA would take the lead on the project. Jerry moved to approve the expenditure of \$5,000 from FY13 Business Development budget for the contract. Wendy seconded. Brennan added that he would try to negotiate a contract "not to exceed" and negotiate the travel expenses. Motion was approved. Brennan estimated the time frame was 60 days from acceptance to completion.

VI. Brennan distributed the RRA Quarterly Report the highlights are as follows:

A third meeting on the draft vacant property ordinance will be held July 29.

Brennan will likely chair the Housing, Recreation & Environment Committee of the VISION project.

The City has received a \$30,000 Planning Grant for the next phase in neighborhood revitalization in the Northwest Neighborhood. The RFP for the consultant has been drafted and will be published and mailed tomorrow.

The City will need to decide what to do with the property at 37 Pine Street. Initial cost estimates to rehab and sell the building show a net loss. Wendy mentioned that the City is expecting four additional properties in November. Brennan asked for the addresses.

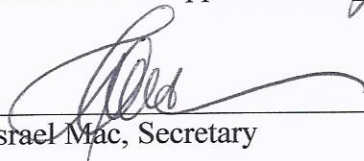
House Bill 377 to stabilize taxes for blighted properties has passed. Next steps are voter ratification on the March ballot and analysis of including the state ed tax as well.

An EPA grant could be used to clean up the Berwick site provided a third party takes ownership of the property and the RRA will need to decide if it could be that entity. There would be a financial obligation of between \$40,000 and \$120,000 for matching clean up costs. The application is due in October. Wendy suggested using some of the \$800,000 in the Zamias fund. Brennan added that Act 55 would allow either a RDC, regional planning commission or municipality to do brownsfield cleanup without facing liability. Wendy asked that a copy of Act 55 be sent to the Board. Jerry added that the RRA needs to make this project a priority. Brennan will meet with ANR folks for clarification.

Talks continue with the brokers of 34 North Main street. Dave suggested keeping a finger on the pulse of this project and helping with costs associated with brownfield clean up to secure a sale.

VII. Ed moved to adjourn. Wendy seconded. Motion was approved. The meeting ended at 9:04 am.

These minutes approved this 23rd day of June, 2013.


Israel Mac, Secretary