



RUTLAND REDEVELOPMENT AUTHORITY
CITY OF RUTLAND
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Regular Meeting / November 26, 2013
Minutes

Attendance: Dave Cooper, Ed Clark, Claus Bartenstein, Israel Mac, Stephanie Peters, Wendy Wilton, Mike Gauthier and Barbara Spaulding.

Absent: William Notte and Brennan Duffy.

- I. The meeting was called to order at 8 am.
- II. Ed moved to approve the minutes of November 12, 2013. Mike seconded. Motion was approved.
- III. No one from the public was in attendance to address the Board.
- IV. Ed moved to authorize Dave to sign the warrant for payment of Fund 800 expenses totaling \$1,367.16 and recommend to the Board of Finance payment of Fund 100 expenses totaling \$10,000.00. Wendy seconded. Motion was approved.
- VI. Barbara provided the following grant status update:

Hickory Street Community Center: Barbara and Brennan attended the ribbon cutting ceremony for Phase II and the Community Center on Nov. 21. Requisition of the RRA's grant administration is expected prior to 6/30/14.

Accessibility Improvements: VTrans is expected to begin work on the curb ramps and sidewalks at the intersections of West and Evelyn Streets and West and Pine Streets in 2014.

VCDP Implementation Grant Application: Barbara attended a workshop on Environmental Review process and directly asked how the City should proceed in relation to its 2014 application. Beth Held, Field Environmental Office Region 1, for HUD suggested a Tier 1 Review which in essence is a Categorically Excluded assessment level for the application followed by a more intensive assessment once the City negotiates with the property owners. Dave suggested following up with a letter and/or email confirming the level of environmental assessment.

Wayfinding Signage Grant Phase II: Letter of congratulations was received regarding Wayfinding Phase II that acknowledged the City has successfully met all expectations in the grant agreement and therefore the project is formally closed.

Streetlights VI Project: Mike Coppinger reported issues with skateboarders on Madison Street following installation of the retaining wall which was constructed as part of the streetlight/sidewalk grant. Mike has implemented a solution to prevent "grinding" on the wall.

Barbara discussed the difficulty in obtaining a DUNS and registering with SAM which has become mandatory for filing grant applications. However, the RRA has been successful in obtaining these numbers.

Electric Car charging stations: A grant to assist in efforts to install electric car charging stations in downtowns became available recently. After conversations with Mike and Leanne it was determined that efforts are already underway by private developers and at this time the City would not apply for the grant.

Rutland Creek Path: There has been some mis-communication as to who is responsible for the grant administration on Segments 4 & 5 of the Rutland Creek Path. The Mayor signed a contract with the RRPC to conduct the project management for phases 4 & 5. The City has a standing contract with the RRA to conduct the grant administration on community development projects. There is concern that if the RRPC conducts the grant administration and there are issues the RRA could be seen as not performing its duties. Barbara and Wendy met with the Bike Path Team and believe the issue to be resolved with the RRA taking over the responsibility for the grant admin. Dave asked that Barbara follow up with Brennan and the Mayor to confirm this and report out at the next meeting.

VII. New Business.

Officers will be elected at the next meeting Dec. 10, 2013.

Barbara invited everyone to her annual holiday gathering and requested attendees bring a non-perishable food donation for the Community Cupboard.

VIII. Claus moved to adjourn. Stephanie seconded. The meeting ended at 8:41 am.

These minutes approved this 14th day of Jan, 2014.



Israel Mac, Secretary