



RUTLAND REDEVELOPMENT AUTHORITY
CITY OF RUTLAND
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Regular Meeting / September 13, 2016
Minutes

Attendance: Dave Cooper, Ed Clark, Betsy Bloomer, Barbara Spaulding, Mike Gauthier, Brennan Duffy, Stephanie Romeo, Israel Mac and Chris Etori.

Absent: Wendy Wilton.

- I. The meeting was called to order at 8 am.
- II. Agenda Additions/Deletions – Wendy had asked that the Board authorize the due to/due from amount for FY16.
- III. Mike moved to approve the minutes of August 23, 2016. Ed 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 \$21,716.68 and recommend to the Board of Finance payment of Fund 100 expenses totaling \$1,300. Israel seconded. Motion was approved. Mike abstained.
- VI. Barbara provided the following grant updates:

RCPCC 16 Chaplin Avenue – The preliminary data for the Phase II Environmental Assessment has determined that the old gasoline tank has been removed, however there is petroleum contamination in the soil and groundwater near the white building. The State may ask for additional borings in the area to further delineate the contamination. Additionally the fill material that was brought in appears to be contaminated; high levels of PCBs and lead were found in the soil. The final report is due next week. It was suggested that Caprice has some recourse with the General Contractor. A meeting to determine next steps will be set up with the funder and the RCPCC will be seeking additional funding for the Corrective Action Plan (CAP) and mitigation.

SVCOA – Five bids were opened and all were double the original estimate for construction on the 143 Maples Street property. SVCOA has already spent nearly \$150,000 to purchase the building and for environmental testing and remediation. They have committed another \$50,000 to the project and are tapped out. They may be applying for funding from the Maples Revolving Loan Fund to help bridge the gap.

Downtown Pedestrian Improvements – The grant agreement required construction to commence by September 23; however after alerting the funder of issues with the bid

and soil testing, the deadline was extended to June 30, 2017. The deadline for completion remains 9/23/2017. Brennan added the soil testing plan has been submitted to the State by VHB and we are awaiting approval.

Municipal Planning Grant (MPG) Application – Barbara is working with the City Planning Commission and Tara to submit a MPG application. Funds will be used to update the City’s Zoning Bylaws. Brennan would like to include RRA board members and/or business and property owners to assist with the project.

Segment 5 Rutland Creek Path – Susan Schreiber has been hired to perform the duties of Municipal Project Manager and as such will be meeting with the Board of Highway Commissioners to request a reduction in the width of Dorr Drive to avoid conflicts with wetlands and allow the project to proceed.

Hickory Street Phase III – The staff analysis has been received and although the questioning was extensive; all questions were answered and additional information requested was uploaded to Intelligrants. The Community Development (CD) Board meets October 13 to determine which projects are funded.

Evelyn Street Planning Grant – The staff analysis has been received and the questions were anticipated. Brennan had made attempts to secure a letter of support from the plaza property owner prior to submitting the application but was unsuccessful. Since receiving the staff analysis he has reached out to the plaza owner again requesting confirmation that they are supportive of the planning grant activities. Brixmor reps have previously been involved in planning and have verbally supported a hotel. Additionally Brennan discussed the bank kiosk on Evelyn Street being classified by VT Division of Historic Preservation as a historical building; an archeological consultant may need to be hired to conduct a study of the building as part of the planning activities should the grant be funded.

Center Street Marketplace – Barbara met with Cindi Wight and Tara to discuss the RRA’s role as grant administrator on the project. Cindi gave an update of the project at the Board of Aldermen’s meeting and the Aldermen had some questions regarding how the money had been spent to date. Barbara forwarded the general ledger for the project to the Aldermen. She added that the RRA has been administering the project since its inception and has not invoiced the project.

VII. Brennan provided the following project updates:

Northwest Neighborhood Revitalization – Demolition is complete at both 148 Library Avenue and 42 Cleveland Avenue. Progress continues to be made with the Park Avenue properties forfeiture process. NWWVT is expected to begin marketing the 59 Baxter Street property soon as it is nearing completion. Barbara added that the Voluntary Acquisition letters for the 3 properties have been received and the finding was removed from the monitoring report.

SBA Web Portal – There has been a slight delay as the City departments define and revise current permits to streamline applications. Hopefully beta testing for the website will begin in the next week or two. After 30 days of testing there will be a public launch. A report to the SBA is due in December which will release the final \$10,000. A follow up report will be expected in 2017 to show metrics.

10 Cleveland Avenue – Discussion continues with the Housing Trust on collaboration for redevelopment.

Killington Valley Marketing Initiative – The Board of Aldermen approved \$6,000 from the Zamias Fund to support the co-marketing campaign for the promotional video of regional mountain biking activities.

White's Pool – Bids came back for the White's Pool approximately \$1,000,000 over approved City bond. Russell Corp is the low bidder and has been asked to reduce the costs which could result in a change of scope for the project. The Recreation Committee of the BOA is reviewing options for the development and will discuss at the next meeting.

Upcoming Events – RRA will participate in several promotional activities over the next months: Economic Development Conference and Summit on Oct. 7; Renewable Energy Vermont on Oct. 13-14; and Vermont Development on Nov. 2. Brennan noted that Castleton Apartments open house will be Thursday at 4 pm and RRA Commissioners are invited to attend.

- VIII. DRP Update – Stephanie had been unable to attend the last meeting but heard that the Hops on Top event was successful and well-attended despite being held indoors. Mike volunteered to attend the next DRP meeting.
- IX. New Business – Dave suggested to table the City Treasurer's request until she is present.
- X. Old Business – Maples Revolving Loan Fund Policy Draft. The Board reviewed the Maples RLF policy and application. Dave suggested moving the sentence "Board of Alderman Approval..." under the Use of Funds section. Ed moved to approve the draft as amended and forward to the Board of Aldermen. Stephanie seconded. Motion was approved.
- XI. Chris moved to adjourn. Mike seconded. Motion was approved. The meeting ended at 8:58 am.

These minutes approved this ____ day of _____, 2016.

Betsy Bloomer, Secretary