



RUTLAND REDEVELOPMENT AUTHORITY
CITY OF RUTLAND
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Regular Meeting / September 27, 2016
Minutes

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

Absent: Stephanie Romeo and Wendy Wilton.

Also Attending: Tara Kelly, Zoning and Planning Administrator; and Caprice Hover, Executive Director RCPCC.

- I. The meeting was called to order at 8 am.
- II. Agenda Additions/Deletions – None.
- III. Ed moved to approve the minutes of September 13, 2016. Chris 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 \$2,493.50. Chris seconded. Mike abstained. Motion was approved.
- VI. Municipal Planning Grant – Tara Kelly.

Tara distributed copies of the preliminary draft in preparation of a \$20,000 MPG application to update the City's Zoning Bylaws. Funds would be used to hire an outside facilitator with a deep understanding of land use regulations and considerable experience seeking and managing input from a variety of stakeholders. She discussed the overview, identified needs and process. The grant is due Oct. 31 with award announcements expected in December. She asked the Board for a letter of support to include in the application. Ed moved to have Brennan prepare a letter of support from the RRA Board. Israel seconded. Motion was approved.

- VII. RCPCC 16 Chaplin Avenue – Caprice Hover.

Caprice discussed the Environmental Phase II findings. The contaminated fill previously discussed was not brought in by the RCPCC; but a result of a former auto garage owner. The DEC has classified the property as a hazardous site and has requested 12 additional borings and 2 monitoring wells. The CAP will take 6 weeks. Brownfields funding would add two months to the timeline. Caprice is requesting a recommendation from the RRA to the City to apply for an Administrative Enhancement grant of \$43,000 to pay for remediation. She also hopes to recoup some

or all of the \$28,000 in unanticipated costs associated with the environmental phase II and wastewater permit issues. Mike moved to recommend to the Board of Aldermen applying for an enhancement to the grant awarded for this project. Ed seconded. Motion was approved.

VIII. Barbara provided the following grant updates:

SVCOA – It is the hope that the grant agreement will be executed by mid-October. Work continues on the attorney’s opinion and subgrant agreement. SVCOA has secured funds, within their organization, for the deficit created by the bid amount. They will not be applying for funding from the Maples Revolving Loan Fund.

Rutland Creek Path – The construction cost estimate for Segment 4 has come in higher than expected. Additional funding may be sought through the VTrans TA Grant Program. Applications are due Oct. 20. Administration of the grant, should it be awarded, would be by the RRA. The Board of Highway Commissioners approved the narrowing Dorr Drive for Segment 5 allowing work to proceed on that segment of the Path.

Hickory Street Phase III – Extensive questioning continues from VCDP staff and Kevin Loso and his team continue to answer and provide documentation as requested. Barbara will attend the Community Development (CD) Board meeting on October 13 to represent the City as the grant administrator.

Quarterly Report – The 9/30/16 quarterly report for grants and loans will be provided for the Oct. 11 meeting.

Annual Audit – The information requested by the auditor has been gathered.

Anniversary – Happy 5th year Anniversary Brennan!

IX. Brennan provided the following project updates:

Evelyn Street Planning Grant – Brennan has been unsuccessful in acquiring a letter of support from Brixmor to date, although discussion is ongoing. He suggested either submitting the application without the letter or withholding the application until the next CD Board meeting, assuming a letter from Brixmor can be attained, and resubmitting in December. The Board consensus is to table the application until the next round.

Downtown Pedestrian Improvements – Soil testing has started.

Rutland Herald Building – The Rutland Herald building was not included in the sale of the paper to Vermont Community Media LLC. Brennan has reached out to the property owner to again discuss potential re-use and to offer to promote the real estate as a development opportunity in the City.

Northwest Neighborhood Revitalization – Rocket, a videographer “America’s Best Friend”, who is filming clips of Rutland has approached the RRA for funding of a segment with regard to the Northwest Neighborhood. It was suggested that in collaboration with NWWVT the RRA spend up to \$1,500 on a video that would promote the Northwest Neighborhood. Ed so moved. Mike seconded. Motion was approved.

Regional Marketing Initiative – Brennan provided a one-page overview of the plan as the initiative has quickly gained momentum. A committee of reps from REDC, RRA, RRCC, DRP and Green Mountain Power have proposed using \$100,000 of Zamias funds to complement the nearly \$100,000 already raised from private sources to support regional marketing efforts. It is also critical for this group to solicit financial support and collaboration from all regional municipalities so that this can be sustainable.

- X. DRP Update – Mike attended the September meeting. He reported on Rocket’s presentation to the DRP Board; parking kiosk issues and comments regarding the Maples RLF draft. Brennan added that the Maples RLF Policy will be discussed at the C&E Development Meeting Sept. 28.
- XI. New Business – None.
- XII. Old Business – Ed moved to reconcile the amount due to the City and approve the transfer of \$11,950.20 for FY16. Chris seconded. Motion was approved.
- XIII. Chris moved to adjourn. Mike seconded. Motion was approved. The meeting ended at 9:18 am.

These minutes approved this ____ day of _____, 2016.

Betsy Bloomer, Secretary