



RUTLAND REDEVELOPMENT AUTHORITY  
CITY OF RUTLAND  
1 Strongs Avenue  
RUTLAND, VERMONT 05701  
(802) 775-2910

Regular Meeting / February 11, 2025  
Minutes

**Attendance:** Edward Clark, Mary Markowski, Chris Ettori, Michael Talbott and Dick Courcelle, Lori Arner and Israel Mac

**Also attending:** Mayor Doenges, Ed Bove and Barbara Spaulding

**Absent:** Stephanie Romeo

- I. Edward called the meeting to order at 8:01 am.
- II. Additions/Deletions – None.
- III. Michael moved to approve the minutes of January 28, 2024. Dick seconded. Motion was approved 6-0.
- IV. Public Comment – None.
- V. Warrant – Israel moved to direct the Chair to sign the warrant for 800 expenses totaling \$22,345.49 and recommend approval to the Board of Finance for payment of Fund 100 expenses totaling \$2,992.50. Chris seconded. Chris asked about the TCE invoice. Barbara said it is the final invoice from the consultant for the Railyard Improvement Project and completes their contract. Motion was approved 7-0.
- VI. Grant and Outreach Updates – Barbara provided the following grant and outreach updates:
  - East Creek Commons/HTRC and NWWVT Merger – Still waiting on whether an extension of the award deadline has been granted, but the progress reports for both grants were submitted on time and one (the planning grant) was approved.
  - Rutland Creek Path Segment 3 – The last invoice from GPI was received and the final requisition is in process.
  - Downtown Transportation Grant - Barbara met with Ethan Pepin and Ted Gillen to discuss a potential application, but due to several factors including timing of the application, it was not pursued. Conversations regarding being better prepared for these annual grants was had with the idea that public input is critical.

BIAP Update – On Feb. 3 the Aldermen approved a \$10,000 Forgivable BIAP loan for Clover Exploration. The paperwork has been executed, and a check will be delivered on Friday Feb. 14.

Barbara put together a spreadsheet of the 11 pending BIAP requests and distributed it to the subcommittee. The subcommittee will meet Feb. 12 at 9 am in the second-floor conference room to review the applications.

Tax Stabilization for 24 Wales Street – The RRA’s recommendation for approval was presented to the Aldermen on Feb. 3. The motion was to send the application to C&ED Committee. That meeting is scheduled for Thursday Feb. 13 at 5:30 pm.

SAM Registration – The RRA’s annual update of its System for Award Management registration is due Feb. 27.

Mentor Bowl – Barbara asked the Board to consider sponsoring a team for the Mentor Connector Bowlathon to be held May 17. She will provide more information.

VII. Project Updates – Ed Bove discussed the Rutland Railyard Improvement project.

Ed distributed copies of the proposed railyard and Depot Park improvements which are the deliverables from the consultant and included design, maintenance plan and potential costs. He explained that the Depot Park improvements are not part of this project, and the Board should focus on the landscaping and fence options. Ed said there is enough money left in the budget to purchase the fence, and it needs to be ordered soon, so the DPW can implement it with landscaping in the spring.

The Board discussed how the original plan was to align the train station site with Center Street creating a gateway to Center Street. Ed explained that the consultant could only work within the confines of the city owned property in that area and that the next steps would be to reach out to Brixmor. Dick discussed how Depot Park was not originally intended to be a high traffic event space, but that form has followed function. The Mayor discussed the potential for moving the Farmers’ Market to Evelyn Street. There was a talk of a \$1 million dollar cost estimate to connect the train station to Center Street. Ed said that he expects the cost of the fencing to be \$25,000 and Mary explained that it would need to go out to bid. The Board discussed who should weigh in on the project and the Downtown Plaza Task Force was mentioned. No action was taken.

VIII. BOA Update – Michael said the Aldermen referred the JCI contract to the Finance Committee as was the discussion of the funds needed to purchase water meters. Both an update on the Police Department contract and the LOI for the Downtown Hotel were discussed in executive session. The C&ED meeting agenda on Feb. 15 includes tax stabilization, food trucks and the plaza/Wal-Mart. An Aldermen’s Candidate Forum will be held on Feb. 19. Mary asked about the food truck discussion for Feb.

15. Michael said there was a complaint that the peddler's license fee is too high and this was referred to committee a year ago. The Mayor discussed permitted locations within the City for food trucks that if utilized might reduce the fees due to the preferential location.

- IX. Old Business –Executive Director Search Update. Edward said there were 13 proposals and asked how the Board would like to proceed. The Board discussed asking Ellen to help, ranking by cost, distance, reputation and how to arrive at a top 5. Michael volunteered to use AI to score the proposals and Chris suggested considering what is most valuable to the RRA as a metric.

TIF Expense Summary Update – Mary provided the Board with a summary as of Jan. 31, 2025. She said the Zamias budget of \$80,000 has been expended and she needs to create a new account number going forward to record the Board approved \$165,000 budget. The remaining balance of which is \$94,519.31. Ed said the remaining balance is encumbered and he anticipates needing an additional \$40,000 to do the phased filing work through November. The Mayor said all of these expenses are reimbursable from the TIF. The Board discussed where this money could come from including the remaining balance from the former ARPA funds.

The Board discussed a recent letter in the Herald that had mis-information regarding tax stabilization on both municipal and education taxes. Ed suggested having Morris Strategies respond to the letter. The Board discussed the need for the City to do more public education regarding tax stabilization before approving the hotel request.

Chris asked about the status of the cleanup at 10 Cleveland Avenue. Ed said the major contamination was asbestos with the petrol and dirty dirt being remediated through an engineering barrier. The cost of the asbestos removal is \$1-\$2 million and could be paid for by the TIF.

Israel asked about the legislative status on the RRA's Board makeup to include a non-City resident. It was suggested that Michael reach out to Rep. Howard to assist Rep. Keyser with this process.

- X. New Business – Ed said there is a meeting next week to discuss the parklets, they will need some work. Mary said there is \$6,900 left in a fund to repair them. The Board discussed how the hotel cleanup will affect the parklet users and perhaps a nicer construction fence should be negotiated with the Beldens.

- XI. Adjourn – Michael moved to adjourn. Chris seconded. Motion was approved 6-0. The meeting adjourned at 9:05 am. The next meeting will be held on February 25 at 8 am.

These minutes approved this \_\_\_\_ day of \_\_\_\_\_, 2025.

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Mary A. Markowski, Secretary