MINUTES OF MEETING

Opening of Meeting: by Chris Senecal, Chairman, at 6:00 pm

Other Board Members Present: Jim Purington, Vice Chairman
Michele Van Reet, Member
Dick Williams, Member
Tim Nahrwold, Secretary (arrived 6:05pm)

Board Members Absent: None

Review and Acceptance of Minutes:
None

Application Submissions:
None

Hearings:
None

Discussions:
None

Votes:
None

Correspondence/Mail:
None

New Business:
1) Purpose of the Board
Chairman Senecal reviewed the purpose of the Board per the Agenda. Members discussed and agreed without a vote that the HPDD Review Board should proactively support the RDIC in marketing the Rutland Heights property for sale and reuse in the best interests of the Town.

2) Board’s Manner of Governance:
Chairman Senecal reviewed this item per the Agenda. Members briefly discussed and agreed on this approach.
3) Goals of the Board
Chairman Senecal presented goals and approaches of the Board per pages 2 and 3 of the Agenda. Members discussed these at length and identified several topics to be further explored.

a) The RFP process that the Town must use can be cumbersome and slow to businesses considering a project on the property. Board members need to understand the entire process, including valuing a property and conveyance, in order to ensure it is as smooth as possible. It was suggested that CMRPC planner Dave George could assist Board members in this.

b) Following this, the Board will develop a checklist of requirements that will clarify the process for potential developers and assist the Board in reviewing and approving proposals.

c) Board members must understand constraints on development of the property – for example zoning, water, sewer, road and sidewalks, utilities. Michele Van Reet stated that she believed that 75,000 gpd of sewage flow was allocated to the property, which was the flow when the property was last used as a hospital. Members discussed that electrical service on the property is likely limited to small capacity lines suitable for street lights; unsuitable for commercial development. The Rutland DPW may have records transferred the State after demolition and cleanup was completed.

d) The RDIC is working with a company to provide a solar project on the west side of the property. The Board should communicate with the RDIC to determine the capacity and route (and whether aboveground or below ground) of the electrical line from the project to Maple Avenue. The Board should also clarify with the RDIC the plan and timing for HPPD review of the project per the bylaw.

e) A commercial abutter to the Heights property has made informal inquiries about purchasing a parcel for expansion of an existing business. Members agreed that moving ahead with discussions and perhaps a proposal would be a good first opportunity for the Board to become familiar with the proposal and approval system.

4) Bylaw Changes
The Board discussed that bylaw changes may be recommended for Town Meeting approval, to improve and simplify the process. At this point no significant changes have been identified. Jim Purington noted a procedural item in the bylaw that should be corrected at some point – section 21 states that the RDIC shall approve Concept Plans, whereas sections 21 and 25.C make it clear that the HPDD is responsible for review.

Final Discussion & Public Comment:
None

Next Meeting:
Monday, November 25, 2019 at 6:00 pm, Lower Level of Town Hall

Close of Meeting: by Chris Senecal, Chairman, at 7:23 pm

Minutes prepared by Jim Purington 11-06-19, reviewed by Tim Nahrwold and Chris Senecal