

**RUTLAND CITY
CITY-OWNED PROPERTIES COMMITTEE**

MEETING MINUTES - September 11, 2017

Present: David Cooper (DC), Brennan Duffy (BD), Tara Kelly (TK), and William Notte (WN)

TK, Chair, called the meet to order at 8:15 am

ADDITIONS AND DELETIONS TO THE AGENDA - none

PUBLIC COMMENT - none

NEW BUSINESS - none

OLD BUSINESS

The group reviewed amended materials developed to guide the process of soliciting and accepting applications for people interested in purchasing City-owned properties.

It was discussed that there should be a repercussion for any purchasers who do not complete rehabilitation of property and compliance with codes within a two year timeframe. Ideas for what mechanisms would be used will be forwarded to the City Attorney for him to further research.

The group would like to have completed materials ready for the Board of Aldermen's approval at their October 2, 2017 meeting.

The group discussed ideas for marketing the availability of properties. Ideas included the following:

- Post on City and RRA websites
- Mail to list of 80+ people that are regularly notified of tax sales
- Work with Rutland Herald and Vermont Digger to cover the story
- Hold an open house at subject properties and advertise widely via flyers posted around City Hall and other places of public notice
- Notify all abutters via mail and via a sign posted on the property when a property open house is scheduled and application period is opened

The group felt it would helpful, but not necessary at this time, to have professionally designed materials.

Next meeting will be Friday, September 22, 2017 at 8:15AM.

MEETING ADJOURNED AT 9:12 AM