

Meeting of the Montpelier City Council CCR Subcommittee- Draft Minutes

November 9th, 2025, at 8:00 am

Location: Zoom Only

Present: Subcommittee members- Sal Alfano (Chair), Ben Doyle, Adrienne Gil
Stephanie Clarke (White and Burke), Mike Miller (Staff), Matt Jelacic (Staff), Members of the
public: Phill Dodd, Sandra Vitzhum

1. **Call to order-** Meeting was called to order by the Chair at approximately 8:02am
2. **Review and Approve Agenda-** Agenda approved without objection
3. **General Business and Appearances (public comment)-** Ben Doyle acknowledged the City having been awarded NBRC funding. Sal Alfano echoed Ben's comments. No comments offered by members of the public.
4. **Review and Discuss Submittals and Identify Questions-** Stephanie Clark provided an overview, answering sub-committee questions. Comments offered by Mike Miller and Sal Alfano. Discussion of what the sub-committee wants to see in regard to public engagement in developer RFPs, with comments offered by Adrienne Gil, Sal Alfano, Ben Doyle, and Stephanie Clark. Discussion of financial feasibility assessment expectations with comments offered by Stephanie Clarke, Ben Doyle, Mike Miller, and Sal Alfano. Sal Alfano offered comments on the proportion of rent vs. own units. Comments offered by Stephanie Clarke, Mike Miller, and Matt Jelacic.

Ben Doyle made a motion to find that premature public knowledge would clearly place the public body at a substantial disadvantage in regard to the subcommittee's evaluation of the developer's responses to the Country Club Road Developer RFQ. Adrienne Gil seconded. All three sub-committee members present voted in favor.

Ben Doyle made a motion to enter executive session under 1 V.S.A. § 313 (a)(1)(a) to discuss the City's evaluation of developer qualifications and invite Matt Jelacic, Mike Miller, and Stephanie Clarke. Adrienne Gil seconded. All three voted in favor.

The sub-committee entered executive session at approximately 8:30 am.

Ben Doyle made the motion to exit the executive session at approximately 8:59 am. Seconded by Adrienne Gil. All three in favor.

Sal Alfano gave an overview, and Stephanie Clarke to write a memo regarding sub-committee recommendations.

5. **Other Business-** No other business.
6. **Adjournment-** Meeting closed by the Chair at approximately 9:00 am