

Appointments Committee Minutes
February 15, 2022
City Hall Chambers – Conference Room
5:30 PM

Committee Members Present

James Gray, Chair
Laura Hainey, Vice Chair
Dana Berlin
Ashley Desrochers (Arrived at 5:35 PM)
Amy Malone
Mayor Paul Callaghan

Others present:

Councilor Rice
Councilor Larochelle
Councilor Hamann

Minutes

The meeting was called to order at 5:30 PM on February 15, 2022.

The Chair made a motion to go into non-public session per RSA 91-A:3 II(c) under reputation, seconded by Vice Chair Hainey. The **MOTION CARRIED** by a unanimous roll call vote with Councilors Hainey, Berlin, Malone, and Gray voting in favor (Councilor Desrochers arrived after the vote was taken). The Committee entered non-public session at 5:33 PM.

After a brief discussion of the process to be used, including assurance that the statements of interest would be included in the meeting minutes, the following individuals were interviewed and answered questions about their statement of interest:

James Hayden -	Planning Board, Alternate Member
Tim Jones -	Economic Development Commission, Regular Member
James Connor -	Historic District Commission Alternate Member and Zoning Board of Adjustments Alternate Member

Mr. Jones is the Chief Executive Officer at Frisbie Memorial Hospital. He described relevant background information.

The committee also reviewed the following statements of interest:

Samantha Gee - Ward 2 Library Trustee, Regular Member re-appointment
Susan Rice - Planning Board
David Walker - Planning Board
Keith Fitts - Planning Board
Matthew Richardson - Planning Board
Michael McQuade - Planning Board

Councilor Desrochers **MOVED** to come out of non-public session at 6:15 PM. Seconded by Councilor Malone. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Berlin **MOVED** to recommend Susan Rice and Keith Fitts as regular members of the Planning Board with terms to expire 1/2/2024 and 1/2/2023 respectively, Seconded by Councilor Malone. The **MOTION CARRIED** by a majority vote of 4 - 2 for Susan Rice (term to expire 1/2/2024) and a vote of 5 – 1 for Keith Fitts (term to expire 1/2/2023).

Vice Chair Hainey **MOVED** to recommend James Connor as an alternate member of the Historic District Commission with a term to expire 1/2/2025. Seconded by Councilor Malone. The **MOTION CARRIED** by a unanimous vote of 6 - 0

Councilor Berlin **MOVED** to recommend Tim Jones as a regular member of the Economic Development Commission with a term to expire 1/2/2023. Seconded by Vice Chair Hainey. Councilor Rice stated that he had contacted the City Attorney and the Attorney confirmed that one additional member of the Economic Development Commission can reside outside of the City. The **MOTION CARRIED** by a majority vote of 5 - 1.

Councilor Gray **MOVED** to **RECESS** the Appointments Committee Meeting at 6:28 PM. Councilor Hainey seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

The Committee reconvened to continue discussions at 8:45 PM following the adjournment of the City Council Workshop meeting. Councilor Desrochers and Mayor Callaghan were excused.

Councilor Berlin **MOVED** to recommend to the Council the following appointments to the Planning Board as alternate members, seconded by Councilor Malone.

James Hayden, *term to expire 1/2/2025*

Michael McQuade, *term to expire 1/2/2023*

Matthew Richardson, *term to expire 1/2/2024*

David Walker, *term to expire 1/2/2025*

The **MOTION CARRIED** by a unanimous vote of 4 – 0.

Councilor Berlin **MOVED** to recommend James Connor as a Zoning Board of Adjustments Alternate Member with a term to expire 1/2/2024. Seconded by Councilor Malone. The **MOTION CARRIED** by a unanimous vote of 4 – 0.

Councilor Gray **ADJOURNED** the Appointments Committee meeting at 9:06 PM.

Respectfully submitted,

James Gray, Chair



City of Rochester, New Hampshire
OFFICE OF THE CITY CLERK
31 Wakefield Street • Rochester, NH 03867
FAX (603) 509-1915 PHONE (603) 332-2130

**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: Planning Board

NEW _____ RE-APPOINTMENT _____ REGULAR _____ ALTERNATE x

NAME: James Hayden

STREET ADDRESS: 10 Eisenhower Drive

ZIP 03867

TELEPHONE:(H) _____ (W) 603-953-3049 E-MAIL jamesfhayden@gmail.com

REGISTERED VOTER: (CIRCLE ONE) YES x NO _____ **WARD** 4

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

I work for an engineering & surveying firm as a project manager and engineering technician. I currently serve as a member on the Rochester Zoning Board and wish to further my service to the City. I believe that my experience in land development will be a great asset for the Planning Board

If this is an application for reappointment to a position, please list all training sessions you have attended relative to your appointed position.

N/A

I understand that: (1) this application will be presented to the Rochester City Council only for the position specified above and not for subsequent vacancies on the same board; (2) the Mayor and/or City Council may nominate someone who has not filed a similar application; and (3) this application will be available for public inspection.

I certify that I am 18 years of age or older: Yes



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**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: Rochester Economic Development Commission Board Member

NEW ☒ RE-APPOINTMENT ☐ REGULAR ☐ ALTERNATE ☐

NAME: Timothy Jones

STREET ADDRESS: 201 Cocheco Court Dover, NH 03820

ZIP 03820


TELEPHONE: (H) 508 494 4280 E-MAIL timothy.jones3@heahealthcare.com

REGISTERED VOTER: (CIRCLE ONE) YES ☐ NO ☒ **WARD** ☐

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I certify that I am 18 years of age or older: 



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NOV 10 2021
CITY CLERK'S OFFICE
ROCHESTER, NH

STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP

POSITION DESIRED: Historic District Commission

NEW X RE-APPOINTMENT _____ REGULAR _____ ALTERNATE X

NAME: James Connor

STREET ADDRESS: 11 Gagne Street, Rochester, NH.

ZIP 03867

TELEPHONE: (H) 603-834-5427 (W) _____ E-MAIL Jungle @ metro cast.net

REGISTERED VOTER: (CIRCLE ONE) YES _____ NO _____ WARD 4

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

I would like to help preserve the beauty of
Rochester and maintain the architectural look
of our city buildings.

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I certify that I am 18 years of age or older: James Connor



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ROCHESTER, NH

STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP

POSITION DESIRED: Zoning Board of Adjustment

NEW < RE-APPOINTMENT _____ REGULAR x ALTERNATE _____

NAME: James Connor

STREET ADDRESS: 11 Gagne Street Rochester, NH

ZIP 03867

TELEPHONE: (H) 603-874-5427 (W) _____ E-MAIL Jungle@metrocast.net

REGISTERED VOTER: (CIRCLE ONE) YES _____ NO _____ WARD 4

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

I would like to be part of bring businesses and residents into Rochester. To help Rochester to grow into a greater city.

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I certify that I am 18 years of age or older: James Connor



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**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: Library Trustee

NEW _____ RE-APPOINTMENT ☒ REGULAR _____ ALTERNATE _____

NAME: Samantha Gee

STREET ADDRESS: 11 Hillcrest Dr. Rochester, NH

ZIP 03867

TELEPHONE: (H) 973-2520 (W) 332-6487 **E-MAIL** Smerchant913@gmail.com

REGISTERED VOTER: (CIRCLE ONE) YES ☒ NO _____ **WARD** 2

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

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I joined the board in 2021. I plan to attend
upcoming training through United for Libraries
this spring.

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I certify that I am 18 years of age or older: Samantha A. Gee



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**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: Planning Board

NEW ☒ RE-APPOINTMENT ☐ REGULAR ☒ ALTERNATE ☐

NAME: Susan J. Rice

STREET ADDRESS: 159 Ten Rod Road

ZIP: 03867

TELEPHONE: (H) _____ (W) 234-3991 **E-MAIL:** rice.susan.j@yahoo.com

REGISTERED VOTER: (CIRCLE ONE) YES ☒ NO ☐ **WARD** 5

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

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I certify that I am 18 years of age or older: Susan J. Rice

Susan J. Rice
159 Ten Rod Road
Ward 5

Professional Work Experience

Atkinson, NH Planning Board/Board of Adjustment 2 years-Secretary*

Newton, NH Planning Board 7 years Administrative Assistant

Sandown, NH Planning Board 17 years Administrative/Planner*

Sandown, NH Board of Adjustment

East Kingston, NH Planning Board 2 years Administrative

East Kingston, NH Board of Adjustment

*Court Cases/Assisted

Lewis Builders v. Town of Atkinson, NH

“Numerous Builders” v. Town of Sandown, NH

(Growth Management/Building Permit/Impact Fees)

Personal/Professional

Administrative work with area southern NH builders completing various projects in the planning process as well as residential/commercial construction. Property Management and land use development projects.

Elective Offices Held

Newton, NH Library Trustee, Cemetery Trustee, Supervisor of the Checklist

Volunteer Municipal

Newton, NH Conservation Commission

Current

President of Bartlettyarns, Inc.; celebrating 200 years in the woolen yarn business.



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**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

CITY CLERK'S OFFICE
ROCHESTER, NH

POSITION DESIRED: Planning Board

NEW _____ RE-APPOINTMENT _____ REGULAR ☒ ALTERNATE _____

NAME: David Walker

STREET ADDRESS: 34 Brook St

ZIP 03867

TELEPHONE:(H) 335.7873 (W) _____ **E-MAIL** dwalker@metrocast.net

REGISTERED VOTER: (CIRCLE ONE) YES ☒ NO _____ **WARD** 4

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10 years plus board member as Council Rep.
Would like appointment as Regular Member
Familiar with zoning regulations
20 years City Council experience

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I certify that I am 18 years of age or older: D Walker



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**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: _____

NEW _____ RE-APPOINTMENT _____ REGULAR X ALTERNATE _____

NAME: _____

STREET ADDRESS: _____

ZIP _____

TELEPHONE: (H) 774-766-2367 (W) _____ E-MAIL _____

REGISTERED VOTER: (CIRCLE ONE) YES _____ NO _____ **WARD** _____

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I certify that I am 18 years of age or older: Keith F. Fraw



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**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: Planning Board

NEW ☒ RE-APPOINTMENT ☐ REGULAR ☐ ALTERNATE ☐

NAME: Matthew Richardson

STREET ADDRESS: 15 Spruce St. Rochester NH

ZIP 03867

TELEPHONE:(H) 603-833-1044 (W) 603-330-9899 **E-MAIL** matt@lowbudgetauto.net

REGISTERED VOTER: (CIRCLE ONE) YES ☐ NO ☐ **WARD** 6

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

If this is an application for reappointment to a position, please list all training sessions you have attended relative to your appointed position.

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I certify that I am 18 years of age or older: [Signature]



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**STATEMENT OF INTEREST
BOARD AND COMMISSION MEMBERSHIP**

POSITION DESIRED: PLANNING BOARD

NEW ☒ RE-APPOINTMENT ☐ REGULAR ☒ ALTERNATE ☐

NAME: MICHAEL MCQUADE

STREET ADDRESS: 2 ASHWOOD DR. ROCHESTER NH

ZIP 03867 **TELEPHONE:** (H) 603-976-3715 (W) **E-MAIL** MVRB@METROCAST.NET

REGISTERED VOTER: (CIRCLE ONE) YES ☒ NO ☐ **WARD** 6

Statement of Interest/Experience/Background/Qualifications, Etc. (This section need not be completed, but any information provided will be given to all City Councilors and will be available for public inspection). (Additional sheets/information may be attached, if desired; please do not write on the back of this form.)

SEE ATTACHED

If this is an application for reappointment to a position, please list all training sessions you have attended relative to your appointed position.

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I certify that I am 18 years of age or older: 

FROM THE DESK OF

MICHAEL MCQUADE

December 8, 2021

City of Rochester
31 Wakefield St
Rochester, NH 03867

Letter of Interest for City of Rochester Planning Board

Honorable Mayor:

I would like to formally submit interest of consideration for an appointment to the City Planning Board

I have been a Rochester resident from 1983-1986 and again from 1993 to present. I am a graduate of Spaulding High School and served 10 years as a Police Officer with the Rochester Police Department. I have recently retired as a Lieutenant with the New Hampshire State Police after serving 18 years as a Trooper.

Throughout my career, I have represented the Rochester Police Department and the Division of State Police in many community functions and understand the importance of this role along with embracing this role and commitment to the community.

If selected for this position, I will provide an unbiased review of all matters brought before the board and vote in what I believe to be the best interest of the City.

Respectfully submitted



Michael J. McQuade

2 Ashwood Drive

Rochester, NH 03867

(603) 978-3715