



**Rochester City Council Public Hearing  
April 16, 2019  
Council Chambers  
7:00 PM**

- 1. Call to Order**
  - 2. Resolution Adopting a 2019-2020 Rochester CDBG "Action Plan for the City of Rochester, NH" and approving and appropriating the 2019-2020 Community Development Budget for the city of Rochester**
  - 3. An Ordinance of the City of Rochester City Council Adopting Amendments to Chapter 42 of the General Ordinances of the City of Rochester Regarding Zoning and Development Standards for the Development of Lands within the Downtown Commercial Zone District.**
  - 4. Adjournment**
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**City Council Special Meeting  
April 16, 2019  
Council Chambers  
*Immediately following the Public Hearing***

- 1. Call to Order**
- 2. Supplemental Appropriation to the 2018-2019 Water Capital Improvements Plan Fund in an amount of \$8,766,000.00 for Route 202A Water Main Extension Project and Bonding Authority pursuant to RSA 33:9 *second reading and consideration for adoption***
- 3. Adjournment**

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City Clerk's Office

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**Rochester City Council Workshop  
April 16, 2019  
Council Chambers  
*Immediately following the Special Meeting***

**Agenda**

- 1. Call to Order**
- 2. Public Input**
- 3. Communications from the City Manager**
- 4. Communications from the Mayor**
- 5. Tri-City Mayors' Task Force on Homelessness Master Plan Presentation**
- 6. City Manager's Proposed Budget for Fiscal Year 2020**
- 7. Department Reports**
- 8. Other**
- 9. Non-Public Session, Personnel, RSA 91-A:3,II (a)**
- 10. Adjournment**

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**RESOLUTION ADOPTING A 2019-2020 ROCHESTER CDBG**  
**“ACTION PLAN FOR THE CITY OF ROCHESTER, N.H.” AND**  
**APPROVING AND APPROPRIATING THE 2019-2020**  
**COMMUNITY DEVELOPMENT BUDGET FOR THE CITY OF ROCHESTER**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:**

I. That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, hereby adopt the one-year 2019-2020 “Action Plan for the Community Development Division for the City of Rochester, N.H.,” as prepared and presented to the Mayor and City Council by the City of Rochester Office of Economic and Community Development, in connection with the City’s Community Development Block Grant (CDBG) program, including the goals, objectives, and concepts set forth therein;

II. Further, that a twelve (12) month Community Development Block Grant estimated budget for the Office of Economic and Community Development for the City of Rochester in the total amount of Two Hundred Forty Seven Dollars and Forty Five Cents (\$247,041.45) be, and hereby is, approved and appropriated for fiscal year 2019-2020. Included in said approval and appropriation are expenditures set forth in the one-year action plan of the Office of Economic & Community Development for the City of Rochester for the Community Development Block Grant program, in the following categories and amounts:

Administration and Planning	\$ 49,408.29
Public Service Agencies	\$ 37,056.22
Housing/Public Facilities/Infrastructure	\$ 160,576.94
<b>Total</b>	<b>\$ 247,041.45</b>

III. Further, that Eighty Seven Thousand Two Hundred Ninety Eight Dollars and Seven Cents (\$87,298.07) in prior year unexpended CDBG funds be repurposed for use in the FY 2019-2020 Action Plan year.

IV. Further, that Seventy Three Thousand Eight Hundred Eight Dollars and Seventy Nine Cents (\$73,858.79) in the Job Opportunity Benefit revolving loan fund loan fund, plus the principal and interest received monthly from existing loans’ repayments, be appropriated for continued use in the FY 2019-2020 Action Plan year in granting loans to qualified small businesses that commit to the creation and/or retention of jobs made available to low to moderate-income Rochester residents.

This budget and the one-year action plan for 2019-2020 may be reconsidered if federal funding is changed or if it is inconsistent with the total 2019-2020 budget adopted for the Office of Economic & Community Development.

The sums necessary to fund the above appropriation in the amount of Two Hundred Forty Seven Dollars and Forty Five Cents (\$247,041.45) shall be drawn in their entirety from the above-mentioned 2019-2020 fiscal year Community Development Block Grant from the federal

government to the City of Rochester. The Finance Director is hereby authorized to create such line item accounts as shall be necessary to implement this Resolution.

Furthermore, in the event that federal funding for the above Community Development Block Grant budget is less than the total appropriation amount provided for in this Resolution, then, and in such event, the City Manager, or his designee in the Office of Economic and Community Development, is authorized to adjust the amounts for the budgetary categories stated above, as well as for any planned grants and/or other expenditures made from within such budgetary categories, in accordance with the guidelines established by the Community Development Committee.

	City General Fund										
	CDC Recomm.	FY 19-20 Request	FY 18-19 Approved	FY 17-18 Approved							
Homemakers / EasterSeals	\$10,000	\$15,000	\$0	\$11,272							
Cornerstone VNA	\$28,826	\$28,826	\$28,826	\$28,826							
Community Action Partnership	\$9,000	\$9,000	\$9,000	\$9,000							
COAST	\$140,043	\$140,043	\$127,913	\$118,527							
Main Street	\$35,000	\$35,000	\$35,000	\$35,000							
East Rochester Public Library	\$5,000	\$10,200	\$5,000	\$5,000							
SOS Recovery Center	---	\$20,000	\$25,000	\$0							
total	\$227,869	\$258,069	\$230,739	\$207,625							
					CDBG PSA					CDBG Facility/Rehab/ED	
	Council Approved	CDC Recomm.	FY 19-20 Request	FY 18-19 Approved	FY 17-18 Approved			CDC Recomm.	FY 19-20 Request	FY 18-19 Approved	FY 17-18 Approved
My Friend's Place	---	\$8,000.00	\$8,000.00	7,000.00	7,000.00			\$0.00	\$13,750	0.00	0.00
Community Partners	---	\$2,000.00	\$10,080.00	3,000.00	3,000.00			\$0.00	\$0	0.00	0.00
Homeless Center for Strafford Co.	---	\$0.00	\$0.00	0.00	0.00			\$50,000.00	\$150,000	0.00	0.00
SHARE Fund	---	\$2,056.22	\$6,000.00	5,000.00	5,852.85			\$0.00	\$0	0.00	0.00
East Rochester Public Library	---	\$0.00	\$0.00	0.00	0.00			\$10,000.00	\$20,000	0.00	0.00
Dover Adult Learning Center	---	\$5,000.00	\$5,000.00	5,000.00	5,000.00			\$0.00	\$0	0.00	0.00
Rochester Child Care Center	---	\$0.00	\$0.00	0.00	0.00			\$20,000.00	\$20,000	0.00	0.00
Strafford Nutrition Meals on Wheels	---	\$1,000.00	\$10,000.00	0.00	0.00			\$0.00	\$0	0.00	0.00
SOS Recovery Center	---	\$0.00	14,000.00	5,000.00	0.00			\$0.00	0.00	0.00	0.00
Tri-City Coop	---	\$2,000.00	7,000.00	3,685.05	0.00			\$0.00	0.00	0.00	0.00
Seacoast Youth Services / Bridging the Gaps	---	\$2,000.00	6,600.00	0.00	0.00			\$0.00	0.00	0.00	0.00
New Generation	---	\$0.00	10,000.00	0.00	0.00			\$0.00	0.00	0.00	0.00
ROH - Fly System Project - INELIGIBLE	---	\$0.00	\$0.00	0.00	0.00			\$0.00	\$116,000	0.00	0.00
MY TURN	---	\$4,000.00	10,000.00	0.00	5,041.90			\$0.00	0.00	0.00	0.00
Community Action Partnership	---	\$0.00	0.00	0.00	0.00			\$59,775.01	\$75,000	50,000.00	50,000.00
Cross Roads House	---	\$11,000.00	15,000.00	12,000.00	12,000.00			\$0.00	\$0	0.00	0.00
Gafney Home	---	\$0.00	0.00	0.00	0.00			\$0.00	\$55,000	0.00	0.00
HAVEN	---	\$0.00	10,000.00	0.00	0.00			\$0.00	\$0	0.00	0.00
ROH - Chairlift Project	---	\$0.00	0.00	0.00	0.00			\$23,000.00	\$23,000	0.00	0.00
HDC Façade Improvement Program	---	\$0.00	0.00	0.00	0.00			\$10,000.00	\$50,000	0.00	0.00
Gonic Pool/Recreation Area Improvements	---	\$0.00	0.00	0.00	0.00			\$50,000.00	\$100,000	0.00	0.00
Riverwalk Committee Canoe/Kayak Launch	---	\$0.00	0.00	0.00	0.00			\$25,000.00	\$47,000	0.00	0.00
total		\$37,056.22	111,680.00	40,685.05	37,894.75			\$247,775.01	669,750.00	50,000.00	50,000.00
available			37,056.22						247,775.01		

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## Fifth Program Year Action Plan



**The City of Rochester, N.H.**

**DUNS # 099446879**

### **Fifth Program Year Action Plan (July 1, 2019 – June 30, 2020) Consolidated Plan (FY 2015-2020)**

Approved **May XX**, 2019

Submitted **May XX**, 2019

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## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

This Action Plan represents the fifth and final year (FY 2020; July 2019-June 2020) of the City of Rochester's current Five Year Consolidated Plan (FY 2015-2020) for its Community Development Block Grant (CDBG) program. This plan is an extension of the identified needs as defined in the FY 15-20 Consolidated Action Plan and the preliminary analysis of the most current needs as identified by the consultations and research conducted for the upcoming FY 2020-2025 Five Year Consolidated Plan.

The FY 2020 Community Development Block Grant (CDBG) amount for the City of Rochester is \$247,041.45, with \$49,408.29 (20%) allocated for planning and administration, \$37,056.22 (15%) for public services, and the balance of \$247,775.01 (\$160,576.94 + \$87,298.07 in prior year CDBG funds) for projects focused on the areas of housing rehabilitation and public facilities/infrastructure. The U.S. Department of Housing and Urban Development (HUD) restricts public services funding (non-construction operating expenses) to 15% of the city's overall annual grant allocation and administrative costs to 20% of the city's overall annual grant allocation.

#### **Administration (20% cap set by HUD): \$49,408.29**

Administration (staff salary, benefits, travel, training, public notices, environmental reviews, Davis-Bacon Act labor monitoring, action plan preparation, annual report preparation, etc.)

#### **Public Services (15% cap set by HUD): \$37,056.22**

My Friends' Place: \$8,000.00

Cross Roads House: \$11,000.00

Community Partners: \$2,000.00

SHARE Fund: \$2,056.22

Dover Adult Learning Center: \$5,000.00

Strafford Nutrition Meals on Wheels: \$1,000.00

Tri-City Co-op: \$2,000.00

Seacoast Youth Services / Bridging the Gaps: \$2,000.00

MY TURN: \$4,000.00

#### **Housing Rehabilitation and Public Facilities (remaining 65% of grant allocation): \$247,775.01 (\$160,576.94 + \$87,298.07 in prior year CDBG funds)**

Rochester Child Care Center – Fire Sprinkler System: \$20,000.00

Community Action Partnership of Strafford County – Weatherization Program: \$59,775.01

Rochester Opera House – Chairlift Project: \$23,000.00

East Rochester Public Library – Roof Replacement: \$10,000.00

Rochester Riverwalk – Canoe/Kayak Launch Project: \$25,000.00

Gonic Pool/Recreation Area Improvements: \$50,000.00

Historic District Commission – Downtown Façade Improvements Program: \$10,000.00

Homeless Center for Strafford County – Land Acquisition for New Shelter: \$50,000.00

The primary focus of the FY 2020 Action Plan is to support the regional homeless shelters and their services and to prevent homelessness through support of rental assistance and home rehabilitation programs aimed at low to moderate income Rochester residents. Each activity addresses one of the three national objectives set forth by HUD for CDBG grant expenditures: (1) to provide decent housing; (2) to provide a suitable living environment; or (3) to expand economic opportunities.

## **2. Summarize the objectives and outcomes identified in the Plan**

The FY 2020 Action Plan's goals and objectives are based on the extensive research and consultations that the Community Development Coordinator has conducted with local public service agencies, relevant government agencies and departments, and the residents of the City of Rochester. These programs and activities are aimed at meeting one or more of HUD's outcomes for CDBG funding: to provide decent housing, to provide a suitable living environment, and to expand economic opportunities.

The individual activities were established to meet HUD outcomes and are those seen to best meet the identified needs of the City's low to moderate income population over the next year. Prioritization was based on meeting basic needs, such as housing and health, first and then addressing less urgent needs as possible.

### ***Program Goal #1: To Provide Decent Housing***

1. Assisting Homeless Persons to Obtain Affordable Housing and Assisting Persons at Risk of Homelessness
  - Homeless shelters
  - Rental assistance programs



## 2. Retention of Affordable Housing Stock

- Housing rehabilitation/weatherization programs, including lead paint contamination testing efforts
- Rental assistance/subsidy programs for low-income residents

## 3. Increasing the Supply of Supportive Housing Which Includes Structural Features and Services to Enable Persons with Special Needs (Including Persons Living with HIV/AIDS) to Live in Dignity and Independence

- Rent assistance/subsidy programs for low-income residents
- Rent assistance/subsidy programs for residents with disabilities

### ***Program Goal #2: To Provide a Suitable Living Environment***

## 1. Reducing the Incidence of Increasing Substance Abuse (Especially Heroin and Other Opioids) and Addressing Root Causation

- Support services for residents in recovery from substance use disorders
- Rental assistance programs for residents with mental illness (due to high degree of co-occurrence of mental illness and substance use disorder)
- Support for organizations and programs addressing mental illness (due to high degree of co-occurrence of mental illness and substance use disorder)

## 2. Improving the Safety and Livability of Neighborhoods

- Continued review of neighborhood conditions in low-income neighborhoods
- Improvements for child care centers, libraries, and public parks
- Downtown revitalization program to improve commercial building facades

## 3. Increase Access to Quality Public and Private Facilities and Services

- Land acquisition to construct a new, larger in-city homeless shelter
- Improvements for child care centers, libraries, and public parks
- Downtown revitalization program to improve commercial building facades
- Participation in and regional and local coalitions of service providers (e.g., Balance of State Continuum of Care, Tri-City Homelessness Task Force, and Greater Seacoast Coalition to End Homelessness)

***Program Goal #3: To Expand Economic Opportunities***

1. Establishment, Stabilization, and Expansion of Small Businesses, Including Micro-Businesses
  - Revolving loan fund for small business financing
  - Revolving loan fund for job creation for low to moderate income residents
2. Provision of Public Services Concerned with Employment
  - Educational/high school equivalency programs for low-income residents
  - Vocational skills programs for young low-income residents

**3. Evaluation of past performance**

All CDBG activities planned for FY 2020 have been chosen to advance one or more of the three national HUD objectives: (1) to provide decent housing; (2) to provide a suitable living environment; or (3) to expand economic opportunities. Public service activities (non-construction funding for social service agencies) include funding for two of the region's three homeless shelters (the third is receiving CDBG public facilities financial support from the city), rental assistance for low-income families and for residents with mental health concerns, and educational programs for low-income residents. Most of these activities are aimed at providing a suitable living environment or providing decent and affordable housing for low- and moderate-income residents.

Housing rehabilitation funding supports the Community Action Partnership for Strafford County's weatherization assistance program, which weatherizes the homes of low-income residents. This activity is aimed at providing decent, affordable housing. Public facilities funding will be used for improvements for child care centers, libraries, and public parks serving low to moderate income residents.

The most recently submitted Consolidated Annual Performance and Evaluation Report (CAPER) for the city's CDBG program was submitted in September 2018 and covered FY 2018. In most categories of funding, goals were met or exceeded, such as "Affordable Housing for Homeless Persons," "Increase Access to Quality Facilities and Services," and "Retention of Affordable Housing Stock." The one exception was the category of "Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit," which was the Rochester Community Center tennis court lights project. The project suffered delays but was completed in FY 2019.

Performance goals for FY 2019 CDBG subrecipients are on track thus far, with the possible exception of the Rochester Housing Authority and its Supportive Housing for Chronically Homeless Residents project. The housing authority is still in the process of finalizing gap funding for the project. In light of the Rochester Housing Authority's difficulties in this regard, particular attention has been paid to project readiness and funding sources in evaluation of proposed FY 2020 public facility and infrastructure projects.

#### **4. Summary of Citizen Participation Process and consultation process**

The City of Rochester has conducted extensive public outreach: two public hearings, attendance at all six of the local neighborhood ward meetings, consultations with local public service agencies, consultations with relevant government agencies, consultations with local business organizations, social media outreach, and an online survey. This outreach was conducted in accordance with the revised Citizen Participation Plan outlined in the FY 2015-2020 Consolidated Action Plan.

Two public hearings were held related to the Annual Action Plan. The first public hearing was held on December 18, 2018. No comments were made at this hearing.

The Community Development Committee voted on its grant application tentative funding recommendations at the February 11, 2019 Community Development Committee meeting and finalized its recommendations at the March 11, 2019 Community Development Committee meeting. Throughout the evaluation process, careful attention was paid to the priorities identified in the FY 2015-2020 Consolidated Action Plan as well as public input on CDBG funding recommendations gathered during the FY 2020 citizen participation process.

The formal public comments period notice was posted in local newspaper *Foster's Daily Democrat* on **March XX, 2019**, and copies of the public comments notice were also posted at City Hall, the City's Community Center, on the City's website, and on the Office of Economic and Community Development's Facebook page on **March XX, 2019**. In the notice, the public was invited to review the draft Annual Action Plan in-person at the Office of Economic and Community Development, the City Clerk's Office at City Hall, the public library, and/or on the City's Community Development Division webpage. **[comments received]**

The draft FY 2020 Annual Action Plan was presented for a first reading to the full City Council at the **April 2, 2019** City Council Meeting. A second public hearing was held on **April 16, 2019**. **[comments received]** A second reading of the draft plan occurred at the **May 7, 2019** City Council meeting. City Council adopted the FY 2020 Annual Action Plan at the **May 7, 2019** meeting.

## 5. Summary of public comments

The following comments from the public regarding the FY 2020 Annual Action Plan were received:

Ward 6 Meeting (8/22/2018): Concerns regarding sex offenders in neighborhood, concerns about downtown vacancies and support for downtown revitalization, suggestion to provide free laundry services for Rochester Housing Authority and other low-income minor residents.

Ward 4 Meeting (9/10/2018): Lack of support for elementary school projects, as there are too many elementary schools; suggestion for new playground at Roger Allen Park; suggestion to fund End 68 Hours of Hunger; suggestion to install lights at Hanson Pines Park basketball courts.

Ward 1 Meeting (9/12/2018): Concerns regarding homelessness and support for homeless shelters, support for The Grange, suggestion for public places for homeless persons to charge phones.

Ward 5 Meeting (9/19/2018): Support for a downtown teen center, support for downtown green spaces projects, support for Bridging the Gaps and other youth substance use prevention organizations.

Ward 2 Meeting (9/24/2018): Suggestion to fund Rochester Fairgrounds, concerns regarding substance use disorder and overdoses, concerns regarding road infrastructure, support for Hope on Haven Hill, support for services for abused and neglected children, support for downtown revitalization projects.

Ward 3 Meeting (9/27/2018): TBD.

State Plan on Aging Public Listening Session (11/15/2018): Residents spoke on the need for transportation, walkable communities/access to community resources, palliative care, Alzheimer's/dementia resources, lack of home care providers workforce, need for better education on existing resources and better partnerships between resource providers.

Public Hearing (First) (12/18/2018): No comments were made at the hearing.

Public Comments Period: TBD.

Public Hearing (Second) (4/16/2019): TBD.

Online Community Development Survey: Concerns regarding housing affordability and increasing lack of affordability, broad support for FY 18-19 CDBG subrecipients except for split support/lack of support for SOS Recovery Center, suggestions to build new housing for

homeless and low-income residents, recreational facilities for youth, and affordable child care for at-risk parents.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

Ward 6 Meeting (8/22/2018): N/A. All comments and views were accepted.

Ward 4 Meeting (9/10/2018): N/A. All comments and views were accepted.

Ward 1 Meeting (9/12/2018): N/A. All comments and views were accepted.

Ward 5 Meeting (9/19/2018): N/A. All comments and views were accepted.

Ward 2 Meeting (9/24/2018): N/A. All comments and views were accepted.

Ward 3 Meeting (9/27/2018): TBD.

State Plan on Aging Public Listening Session (11/15/2018): N/A. All comments and views were accepted.

Public Hearing (First) (12/18/2018): N/A. No comments were made at the hearing.

Public Comments Period: TBD.

Public Hearing (Second) (4/16/2019): TBD.

Online Community Development Survey: N/A. All comments and views were accepted.

## **7. Summary**

The FY 2020 Annual Action Plan focuses on the community needs identified during the FY 2015-2020 Consolidated Action Plan community needs assessment process, the FY 2020 Annual Action Plan citizen participation process, and the FY 2020 Annual Action Plan consultations with government and non-profit agencies. This includes needs that continue to exist from previous Annual Action Plans, such as services for homeless residents and mental health supportive services, and needs that have not been fully addressed in previous annual action plans. The FY 2020 Annual Action Plan will be used to evaluate new funding and project opportunities as they arise, and continuing community needs analyses will be incorporated throughout the implementation of this plan.

## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	ROCHESTER	Office of Economic & Community Development

Table 1 – Responsible Agencies

### Narrative (optional)

The CDBG Administrator (Community Development Coordinator) for the City of Rochester is in charge of administering the city's CDBG program. The CDBG Administrator prepares the Five Year Consolidated Plan, annual action plans, and annual progress reports for the CDBG program. The CDBG Administrator also conducts environmental reviews for all CDBG-funded activities and Davis-Bacon Act labor monitoring for construction-related projects.

### Consolidated Plan Public Contact Information

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The City of Rochester continues to make extensive efforts to enhance coordination between the Rochester Housing Authority, non-profit organizations providing housing and related services, and relevant City departments such as the Welfare Office and Planning Department. The City's Community Development Division meets at minimum on a semiannual basis with the Rochester Housing Authority to discuss resident needs, building maintenance concerns, CDBG funding opportunities, and fair housing concerns. The City of Rochester's Community Development Coordinator also engages in significant outreach and involvement in relevant community organizations, such as active involvement with the Greater Seacoast Coalition on Homelessness, the Tri-City Homelessness Task Force, and the New Hampshire Balance of State Continuum of Care.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

The City of Rochester continues to make extensive efforts to enhance coordination between the Rochester Housing Authority, non-profit organizations providing housing and related services, and relevant City departments such as the Welfare Office and Planning Department. The City's Community Development Division meets at minimum on a semiannual basis with the Rochester Housing Authority to discuss resident needs, building maintenance concerns, CDBG funding opportunities, and fair housing concerns. The City of Rochester's Community Development Coordinator also engages in significant outreach and involvement in relevant community organizations, such as active involvement with the Greater Seacoast Coalition on Homelessness, the Tri-City Homelessness Task Force, and the New Hampshire Balance of State Continuum of Care.

The Community Development Coordinator attends many meetings and trainings organized by agencies that provide services such as housing, homelessness prevention, rental assistance, etc. The Community Development Coordinator forwards relevant information from these agencies to all other public service agency contacts who might be interested and to the Rochester Housing Authority executive director.

Throughout 2018, the Community Development Coordinator coordinated with the Workforce Housing Coalition of the Greater Seacoast to organize a Rochester-focused workforce housing charrette, along with a planning team comprised of other City staff, housing providers, social services providers, and others. The two-day charrette was held in September 2018, and the

resulting report and housing design were made available via the City's website at <https://www.rochesternh.net/community-development-division/pages/downtown-rochester-housing-workshop>.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Community Development Coordinator serves as the primary liaison between the City of Rochester and the New Hampshire Balance of State Continuum of Care, regularly attends scheduled Continuum of Care meetings in Concord, and shares information received at Continuum meetings with relevant City staff and local public service agencies. This includes but is not limited to the Rochester Welfare Office, the Rochester Families in Transition coordinator (school district homeless liaison), and CDBG grant subrecipients.

The Community Development Coordinator is also an actively engaged with the regional Greater Seacoast Coalition on Homelessness, which meets bimonthly to discuss homelessness issues in the region and functions as a local-level continuum of care, and the Tri-City Homelessness Task Force, which meets monthly to strategize on homeless prevention and reduction in the neighboring cities of Rochester, Somersworth, and Dover.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS.**

N/A. The City of Rochester does not receive ESG funds.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities.**



Table 2 – Agencies, groups, organizations who participated

		<b>Agency/Group/Organization</b>	Welfare Department, City of Rochester
		<b>Agency/Group/Organization Type</b>	Other government - Local Grantee Department
		<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homeless Needs – Chronically homeless, Homeless Needs – Families with children, Homeless Needs – Veterans, Homelessness Needs – Unaccompanied youth, Homelessness Strategy, Anti-poverty Strategy.
		<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Rochester Welfare Director. The consultation was conducted in-person. No areas for improved coordination were identified during the consultation. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
		<b>Agency/Group/Organization</b>	Integrated Delivery Network, Region 6
		<b>Agency/Group/Organization Type</b>	Housing, Services – homeless, Services – Health, Health Agency, Publicly Funded Institution/System of Care, Other government – County, Regional organization
		<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs

		<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the director of population health with the Region 6 (Strafford County) Integrated Delivery Network. The consultation was conducted in person. An area for improved coordination identified was the need to include the Integrated Delivery Network in more regional health and housing initiatives, as they have important funding and resources. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
		<b>Agency/Group/Organization</b>	Child and Family Services
		<b>Agency/Group/Organization Type</b>	Services – Children, Services – Victims of Domestic Violence, Services – Victims, Child Welfare Agency, Regional organization
		<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homelessness Strategy, Non-Homeless Special Needs
		<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the program director of Child and Family Services. The consultation was conducted in person. An area for improved coordination identified was the need to include the Integrated Delivery Network in more regional health and housing initiatives, as they have important funding and resources. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
		<b>Agency/Group/Organization</b>	Community Action Partnership of Strafford County
		<b>Agency/Group/Organization Type</b>	Housing, Services – Housing, Services – Elderly Persons, Services – homeless, Services – Education, Services - Employment, Regional organization

		<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homelessness Strategy, Non-Homeless Special Needs
		<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the housing program director of Community Action Partnership of Strafford County. The consultation was conducted in person. An area for improved coordination identified was the need to include the Integrated Delivery Network in more regional health and housing initiatives, as they have important funding and resources. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
		<b>Agency/Group/Organization</b>	Rochester Housing Authority
		<b>Agency/Group/Organization Type</b>	Housing, PHA, Services – Housing, Other government – Local
		<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Public Housing Needs, Homelessness Strategy, Non-Homeless Special Needs, Economic Development, Anti-poverty strategy
		<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Rochester Housing Authority executive director. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
		<b>Agency/Group/Organization</b>	Cross Roads House
		<b>Agency/Group/Organization Type</b>	Housing, Services – Housing, Services - homeless

		<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homeless Needs – Chronically homeless, Homeless Needs – Families with children, Homeless Needs – Veterans, Homelessness Strategy
		<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the executive director of Cross Roads House. The consultation was conducted in person. An area of improved coordination identified was a need for more coordination among direct services providers and the need to include business persons, policy makers and housing developers. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
		<b>Agency/Group/Organization</b>	211
		<b>Agency/Group/Organization Type</b>	Housing, Services – homeless, Publicly Funded Institution/System of Care, Other government – State
		<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homelessness Strategy, Non-Homeless Special Needs, Anti-poverty strategy
		<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and a 211 staff person. The consultation was conducted in person. An area of improved coordination identified was a need for more coordination among direct services providers and the need to include business persons, policy makers and housing developers. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.

		<b>Agency/Group/Organization</b>	Greater Seacoast Coalition to End Homelessness
		<b>Agency/Group/Organization Type</b>	Housing, Services – homeless, Regional organization, Planning organization
		<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homelessness Strategy, Non-Homeless Special Needs, Anti-poverty strategy
		<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the coalition coordinator for the Greater Seacoast Coalition to End Homelessness. The consultation was conducted in person. An area of improved coordination identified was a need for more coordination among direct services providers and the need to include business persons, policy makers and housing developers. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
		<b>Agency/Group/Organization</b>	Bridging the Gaps
		<b>Agency/Group/Organization Type</b>	Services – Children, Services – Health, Other government – local
		<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs, Other – Substance use disorders
		<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Bridging the Gaps coalition coordinator. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.

		<b>Agency/Group/Organization</b>	Rochester Main Street
		<b>Agency/Group/Organization Type</b>	Business Leaders, Civic Leaders, Business and Civic Leaders
		<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis, Economic Development, Anti-poverty strategy, Other – Downtown revitalization
		<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the executive director of Rochester Main Street. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
		<b>Agency/Group/Organization</b>	Rochester Social Club
		<b>Agency/Group/Organization Type</b>	Civil Leaders
		<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homelessness Strategy, Non-Homeless Special Needs, Anti-poverty strategy
		<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the chair of the Rochester Social Club. The consultation was conducted in person. An area of improved coordination identified was a need for more coordination among direct services providers to reduce duplication of efforts. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
		<b>Agency/Group/Organization</b>	Rochester Historic District Commission
		<b>Agency/Group/Organization Type</b>	Other government – Local

		<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Market Analysis, Other – Downtown revitalization, historic preservation
		<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the chair of the Rochester Historic District Commission. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
		<b>Agency/Group/Organization</b>	Strafford County Public Health Network
		<b>Agency/Group/Organization Type</b>	Services – Health, Publicly Funded Institution/System of Care, Other government – County, Regional Organization
		<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs, Anti-poverty strategy, Other – Mental health needs
		<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Young Adult Prevention Coordinator at Strafford County Public Health Network. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.

	<b>Agency/Group/Organization</b>	Grace Community Church
	<b>Agency/Group/Organization Type</b>	Services – Housing, Services – Elderly Persons, Services – homeless, Civic Leaders, Other – Church
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs, Anti-poverty strategy, Other – Youth recreational needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and volunteer organizers at Grace Community Church. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
	<b>Agency/Group/Organization</b>	WOVEN Community Development Association
	<b>Agency/Group/Organization Type</b>	Services – Employment, Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs, Anti-poverty strategy, Other – Need for community makerspace
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Woven Community Development Association executive director. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.



	<b>Agency/Group/Organization</b>	Make Rochester Great
	<b>Agency/Group/Organization Type</b>	Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs, Anti-poverty strategy, Other – Downtown revitalization
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the head of Make Rochester Great. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
	<b>Agency/Group/Organization</b>	Rochester Office of Economic Development
	<b>Agency/Group/Organization Type</b>	Services – Employment, Other government – Local, Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis, Economic Development, Other – Downtown revitalization
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Rochester Economic Development Specialist. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and targeting of the downtown for revitalization-related projects.
	<b>Agency/Group/Organization</b>	Rochester Welfare Office
	<b>Agency/Group/Organization Type</b>	Services – Housing, Services – homeless, Services – Employment, Other government – Local, Grantee Department

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Public Housing Needs, Homeless Strategy, Anti-poverty strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Rochester Welfare Director. An area of improved coordination identified was the need for more regional coordination among supportive services providers to match the coordination of regional homeless shelters. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
	<b>Agency/Group/Organization</b>	Community Development, City of Dover
	<b>Agency/Group/Organization Type</b>	Services – Housing, Services – Homeless, Services – Fair Housing, Other government – Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homelessness Strategy, Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and Community Development Planner for the City of Dover. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, substance abuse recovery, and permanent supportive housing.
	<b>Agency/Group/Organization</b>	Community Development, City of Portsmouth

	<b>Agency/Group/Organization Type</b>	Services – Housing, Services – Homeless, Services – Fair Housing, Other government – Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homelessness Strategy, Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Young Adult Prevention Coordinator at Strafford County Public Health Network. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, substance abuse recovery, and permanent supportive housing.
	<b>Agency/Group/Organization</b>	Tri-City Homelessness Task Force
	<b>Agency/Group/Organization Type</b>	Services – Housing, Services – homeless, Other government – County, Other government – Local, Regional organization, Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homelessness Strategy, Market Analysis, Anti-poverty Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the committee members of the Tri-City Homelessness Task Force. The consultation was conducted in person. An area of improved coordination identified was the need to build connections between homeless services providers and housing developers and other business persons. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.
	<b>Agency/Group/Organization</b>	New Hampshire Housing Finance Authority
	<b>Agency/Group/Organization Type</b>	Services – Housing, Services – Education, Services – Fair Housing, Other government – State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Housing Awareness Program Administrator for New Hampshire Housing Finance Authority. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, substance abuse recovery, and permanent supportive housing.
	<b>Agency/Group/Organization</b>	Workforce Housing Coalition of the Greater Seacoast
	<b>Agency/Group/Organization Type</b>	Housing, Services – Housing, Regional Organization

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Market Analysis, Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Young Adult Prevention Coordinator at Strafford County Public Health Network. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to housing development and land use regulations that allow for affordable and workforce housing.
	<b>Agency/Group/Organization</b>	Rochester Planning Department
	<b>Agency/Group/Organization Type</b>	Other government – Local, Planning Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Senior Planner with the Rochester Planning Department. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to housing development and land use regulations that allow for affordable and workforce housing.
	<b>Agency/Group/Organization</b>	New England AIDS Education and Training Center

	<b>Agency/Group/Organization Type</b>	Services – Persons with HIV/AIDS, Services – Health, Services – Education, Regional Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs, HOPWA Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and staff from the New England AIDS Education and Training Center. The consultation was conducted via webinar. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to African-born immigrant populations with HIV/AIDS.
	<b>Agency/Group/Organization</b>	Tri-City Consumers' Action Cooperative
	<b>Agency/Group/Organization Type</b>	Services – Persons with Disabilities, Services - Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homeless Needs – Chronically homeless, Homeless Strategy, Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the executive director and general membership of Tri-City Coop. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, substance abuse recovery, and Housing First initiatives.
	<b>Agency/Group/Organization</b>	EasterSeals / The Homemakers

	<b>Agency/Group/Organization Type</b>	Services – Elderly Persons, Services – Persons with Disabilities, Services – Health, Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homeless Strategy, Anti-poverty Strategy, Other – Home care needs for aging population
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the senior services project director at EasterSeals / The Homemakers. The consultation was conducted via telephone. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, substance abuse recovery, and transitional and recovery housing.
	<b>Agency/Group/Organization</b>	New Hampshire Alliance for Immigrants and Refugees
	<b>Agency/Group/Organization Type</b>	Services – Fair Housing, Other – Immigrant services
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs, Other – Fair Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the executive director of the New Hampshire Alliance for Immigrants and Refugees. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness and housing access.

	<b>Agency/Group/Organization</b>	New Hampshire Legal Assistance
	<b>Agency/Group/Organization Type</b>	Services – Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Other – Fair housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Housing Justice Program director at New Hampshire Legal Assistance. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to fair housing and local welfare benefits.
	<b>Agency/Group/Organization</b>	American Civil Liberties Union of New Hampshire
	<b>Agency/Group/Organization Type</b>	Services – Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Other – Fair housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the immigration law fellow with the American Civil Liberties Union of New Hampshire. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to immigrant populations.
	<b>Agency/Group/Organization</b>	Office of Health Equity, New Hampshire Department of Health and Human Services



	<b>Agency/Group/Organization Type</b>	Services – Health, Services – Health, Health Agency, Other government – State
	<b>What section of the Plan was addressed by Consultation?</b>	Other – Health care needs for immigrant populations
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Minority Health Administrator with New Hampshire Department of Health and Human Services. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially the health needs of immigrant populations.
	<b>Agency/Group/Organization</b>	Bureau of Homeless and Housing Services, New Hampshire Department of Health and Human Services
	<b>Agency/Group/Organization Type</b>	Services – Housing, Services – Homeless, Other government – State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homeless Strategy, Market Analysis, Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the New Hampshire Balance of State Continuum of Care liaison staff at the New Hampshire Department of Health and Human Services. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, and substance abuse recovery.

	<b>Agency/Group/Organization</b>	Rochester School Department
	<b>Agency/Group/Organization Type</b>	Services – Children, Services – Education, Services – Homeless, Other government – Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homeless Needs – Families with children, Homeless Needs – Unaccompanied youth, Homeless Strategy, Anti-poverty Strategy, Other – Transportation needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Title I Coordinator and Families in Transition Coordinator with the Rochester School Department. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, substance abuse recovery, and transportation needs.
	<b>Agency/Group/Organization</b>	Justice in Aging
	<b>Agency/Group/Organization Type</b>	Services – Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs, Other – Financial abuse of elderly persons

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and a staff attorney at Justice in Aging. The consultation was conducted via webinar. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, substance abuse recovery, and abuse prevention services for elderly populations.
	<b>Agency/Group/Organization</b>	Maine Council for Elder Abuse Prevention
	<b>Agency/Group/Organization Type</b>	Services – Elderly Persons, Other government – State
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs, Other – Financial abuse of elderly persons
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Housing Awareness Program Administrator for New Hampshire Housing Finance Authority. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, substance abuse recovery, and abuse prevention services for elderly populations.
	<b>Agency/Group/Organization</b>	HAVEN
	<b>Agency/Group/Organization Type</b>	Services – Victims of Domestic Violence, Services – Victims

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Homelessness Strategy, Non-Homeless Special Needs, Other – housing and supportive services needs for domestic violence survivors
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Housing Awareness Program Administrator for New Hampshire Housing Finance Authority. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to homelessness, mental health, substance abuse recovery, and affordable and workforce housing.
	<b>Agency/Group/Organization</b>	Strafford Regional Planning Commission
	<b>Agency/Group/Organization Type</b>	Other government – County, Regional organization, Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Non-Homeless Special Needs, Market Analysis, Other – Inclusive community design and accessibility
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and Strafford Regional Planning Commission staff. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to ensuring community-wide accessibility for elderly residents and residents with disabilities.
	<b>Agency/Group/Organization</b>	Southern New Hampshire Planning Commission

	<b>Agency/Group/Organization Type</b>	Other government – County, Regional organization, Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Non-Homeless Special Needs, Market Analysis, Other – Inclusive community design and accessibility
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and Southern New Hampshire Planning Commission staff. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to ensuring community-wide accessibility for elderly residents and residents with disabilities.
	<b>Agency/Group/Organization</b>	Access Navigators
	<b>Agency/Group/Organization Type</b>	Services – Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Non-Homeless Special Needs, Market Analysis, Other – Inclusive community design and accessibility
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and Access Navigators staff. The consultation was conducted in person. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to ensuring community-wide accessibility for elderly residents and residents with disabilities.
	<b>Agency/Group/Organization</b>	New Hampshire Housing Finance Authority

	<b>Agency/Group/Organization Type</b>	Housing, Services – Housing, Other government – State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Housing Grant Program Director at New Hampshire Housing Finance Authority. The consultation was conducted via telephone. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to lead poisoning prevention and lead paint remediation.
	<b>Agency/Group/Organization</b>	Bureau of Prevention Services, New Hampshire Department of Health and Human Services
	<b>Agency/Group/Organization Type</b>	Services – Health, Health Agency, Other government – State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment, Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the New Hampshire Department of Health and Human Services lead poisoning prevention expert. The consultation was conducted via telephone. An area of improved coordination identified was to include lead poisoning prevention initiatives more thoroughly in public health network strategies. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to lead poisoning prevention and lead paint remediation.

	<b>Agency/Group/Organization</b>	U.S. Environmental Protection Agency
	<b>Agency/Group/Organization Type</b>	Other government – Federal, Other – Environmental protection
	<b>What section of the Plan was addressed by Consultation?</b>	Other – Environmental justice
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This consultation was between the Community Development Coordinator and the Environmental Protection Agency staff. The consultation was conducted via webinar. No areas of improved coordination were identified. Anticipated outcomes include the funding of programs and activities aligned with the needs of homeless and low-income residents, increased efforts to facilitate inter-organizational meetings and coordination, and the increase of services for under-addressed and continuing community needs, especially those related to environmental justice.

**Identify any Agency Types not consulted and provide rationale for not consulting**

N/A. All agency types were consulted.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

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Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Geographic Variation in Pediatric Cancer Incidence – United States, 2003-2014	U.S. Centers for Disease Control and Prevention	This report discusses health issues of New Hampshire children. This annual action plan addresses health through lead remediation in housing rehabilitation projects.
2017 Annual Report	Cross Roads House	This report discusses regional homeless needs. This annual action plan addresses homelessness through funding of homeless shelters.
Worst Case Housing Needs: 2017 Report to Congress	U.S. Department of Housing and Urban Development	This report discusses lack of affordable housing units. This annual action plan addresses affordable housing through funding of rental assistance and weatherization services.
2018 New Hampshire Residential Rental Costs Survey	New Hampshire Housing Finance Authority	This report discusses lack of construction of new affordable housing units. This annual action plan addresses affordable housing through funding of rental assistance and weatherization services.
State of New Hampshire 2019 Annual Action Plan – Draft	New Hampshire Housing Finance Authority	This report discusses priorities of housing, economic development, and child care facilities. This annual action plan addresses local housing needs, economic development (through the JOB Loan Program), and child care facilities.
Housing Choice Vouchers Landlords Survey	Greater Seacoast Coalition to End Homelessness	This report discusses the need for more local landlords to accept housing vouchers. This annual action plan addresses affordable housing through funding of rental assistance and weatherization services.

2017 Annual Homeless Assessment Report – Part 2	U.S. Department of Housing and Urban Development	This report discusses increase in homelessness among New Hampshire families with children and decrease in New Hampshire among chronically homeless individuals. This annual action plan addresses homelessness through funding of regional homeless shelters and preventing homelessness through funding of rental assistance programs and home weatherization programs.
2018 Annual Report	Strafford Regional Planning Commission	This report discusses the need for transportation alternatives and more diverse housing stock. This annual action plan addresses local housing stock through funding of rental assistance programs and home weatherization programs.
2017-2018 Impact Report	HAVEN	This report discusses the need for Housing First models for domestic violence survivors. This annual action plan addresses this through funding to Cross Roads House, which provides a Housing First approach.
2018 Annual Homelessness Assessment Report – Part 1	U.S. Department of Housing and Urban Development	This report discusses state and national homeless needs. This annual action plan addresses homelessness through funding of regional homeless shelters and preventing homelessness through funding of rental assistance programs and home weatherization programs.

2017 Lead Exposure Data Brief	New Hampshire Department of Health and Human Services	This report discusses blood lead level data for children aged 0 to 6 in the State of New Hampshire. The City of Rochester is one of several high-risk communities identified. This annual action plan addresses lead poisoning through participate in an upcoming statewide lead poisoning community project. The City of Rochester also will continue to fund the housing weatherization work of the Community Action Partnership of Strafford County, which includes lead-safe work practices and lead remediation under certain circumstances.
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Table 3 – Other local / regional / federal planning efforts

**Narrative (optional)**

N/A.

## AP-12 Participation – 91.105, 91.200(c)

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of Rochester has conducted extensive public outreach: two public hearings, attendance at all six of the local neighborhood ward meetings, consultations with local public service agencies, consultations with relevant government agencies, consultations with local business organizations, social media outreach, and an online survey. This outreach was conducted in accordance with the revised Citizen Participation Plan outlined in the FY 2015-2020 Consolidated Action Plan.

Two public hearings were held related to the Annual Action Plan. The first public hearing was held on December 18, 2018. No comments were made at this hearing.

The Community Development Committee voted on its grant application tentative funding recommendations at the February 11, 2019 Community Development Committee meeting and finalized its recommendations at the March 11, 2019 Community Development Committee meeting. Throughout the evaluation process, careful attention was paid to the priorities identified in the FY 2015-2020 Consolidated Action Plan as well as public input on CDBG funding recommendations gathered during the FY 2020 citizen participation process.

The formal public comments period notice was posted in local newspaper *Foster's Daily Democrat* on March XX, 2019, and copies of the public comments notice were also posted at City Hall, the City's Community Center, on the City's website, and on the Office of Economic and Community Development's Facebook page on March XX, 2019. In the notice, the public was invited to review the draft Annual Action Plan in-person at the Office of Economic and Community Development, the City Clerk's Office at City Hall, the public library, and/or on the City's Community Development Division webpage. [comments received]

The draft FY 2020 Annual Action Plan was presented for a first reading to the full City Council at the April 2, 2019 City Council Meeting. A second public hearing was held on April 16, 2019. [comments received] A second reading of the draft plan occurred at the May 7, 2019 City Council meeting. City Council adopted the FY 2020 Annual Action Plan at the May 7, 2019 meeting.

**Citizen Participation Outreach**

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Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Public Meeting	Ward 6 residents	20 residents in attendance	Concerns regarding sex offenders in neighborhood, concerns about downtown vacancies and support for downtown revitalization, suggestion to provide free laundry services for Rochester Housing Authority and other low-income minor residents.	N/A. All comments were accepted.	N/A.

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Public Meeting	Ward 4 residents	3 residents	Lack of support for elementary school projects, as there are too many elementary schools; suggestion for new playground at Roger Allen Park; suggestion to fund End 68 Hours of Hunger; suggestion to install lights at Hanson Pines Park basketball courts.	N/A. All comments were accepted.	N/A.
Public Meeting	Ward 1 residents	30 to 35 residents	Concerns regarding homelessness and support for homeless shelters, support for The Grange, suggestion for public places for homeless persons to charge phones.	N/A. All comments were accepted.	N/A.

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Public Meeting	Ward 5 residents	4 residents	Support for a downtown teen center, support for downtown green spaces projects, support for Bridging the Gaps and other youth substance use prevention organizations.	N/A. All comments were accepted.	N/A.



Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Public Meeting	Ward 2 residents	9 residents	Suggestion to fund Rochester Fairgrounds, concerns regarding substance use disorder and overdoses, concerns regarding road infrastructure, support for Hope on Haven Hill, support for services for abused and neglected children, support for downtown revitalization projects.	N/A. All comments were accepted.	N/A.

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Public Meeting	Elderly residents	25 residents	Residents spoke on the need for transportation, walkable communities/access to community resources, palliative care, Alzheimer's/dementia resources, lack of home care providers workforce, need for better education on existing resources and better partnerships between resource providers.	N/A. All comments were accepted.	N/A.
Public Hearing	General	0 residents	No comments were made at the hearing	N/A. No comments were made at the hearing.	N/A.
Public Comments	General	TBA	TBA	TBA	TBA
Public Hearing	General	TBA	TBA	TBA	TBA

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Online	General	8 residents	Concerns regarding housing affordability and increasing lack of affordability, broad support for FY 18-19 CDBG subrecipients except for split support/lack of support for SOS Recovery Center, suggestions to build new housing for homeless and low-income residents, recreational facilities for youth, and affordable child care for at-risk parents.	N/A. All comments were accepted.	<a href="https://www.surveymonkey.com/r/LD7QGGW">https://www.surveymonkey.com/r/LD7QGGW</a>

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The FY 2020 CDBG grant application requested information on whether CDBG funding would be used to leverage other funding available to the public service agencies. This information was taken under consideration as a factor by the Community Development Committee during the grant application evaluation process, with the goal of maximizing CDBG funding impact through taking advantage of available leveraging opportunities.

The City of Rochester also provides local general city funds to public service agencies every fiscal year: **Community Action Partnership of Strafford County, The Homemakers/Easter Seals, and Cornerstone VNA**. These agencies serve low-income residents, elderly residents, and residents with disabilities. The City of Rochester also uses general city funds to support Rochester Main Street, which provides economic development services to the downtown business district; the Cooperative Alliance for Seacoast Transportation (COAST), which is the main public

transportation agency for the region; and the East Rochester Library.

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$247,041.45	\$61,527	\$87,198.07	\$395,766.52	\$0.00	Program income is calculated in the form of anticipated repayments to the Job Opportunity Benefit Loan Program.
General Fund	Public - local	Public Services	\$227,869	\$0	\$0	\$227,869	\$0.00	This is local funding to support Rochester Main Street, Community Action Partnership of Strafford County, The Homemakers/EasterSeals, Cornerstone VNA, COAST, and the East Rochester Library.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The FY 2019 CDBG grant application requested information on whether CDBG funding would be used to leverage other funding available to the public service agencies. This information was taken under consideration as a factor by the Community Development Committee during the grant application evaluation process, with the goal of maximizing CDBG funding impact through taking advantage of available leveraging opportunities.

The City of Rochester also provides local general funds to three public service agencies every fiscal year: Community Action Partnership of Strafford County, The Homemakers, and Cornerstone VNA. These agencies serve low-income residents, elderly residents, and residents with disabilities. The City of Rochester also uses general city funds to support Rochester Main Street, which provides economic development services to the downtown business district; the Cooperative Alliance for Seacoast Transportation (COAST), which is the main public transportation agency for the region; and the East Rochester Library, which is not owned by the city but a separate non-profit entity.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.**

The City of Rochester owns and maintains several recreational facilities, including the land of Hanson Pines Park, Squamanagonic Recreation Area, the Gonic Pool, the East Rochester Pool, Roger Allen Park, and the Rochester Ice Arena. The City also owns the land of Central Square, downtown Factory Court, the land of Rochester Commons, the buildings that house the Rochester Public Library and the Rochester Opera House, the building that houses the Rochester Community Center, and all public school buildings.

This represents a significant variety of cultural, educational, and recreational resources.

### **Discussion**

#### **CDBG funding for FY 2020:**

#### **Administration (20% cap set by HUD): \$49,408.29**

Administration (staff salary, benefits, travel, training, public notices, environmental reviews, Davis-Bacon Act labor monitoring, action plan preparation, annual report preparation, etc.)

#### **Public Services (15% cap set by HUD): \$37,056.22**

My Friends' Place: \$8,000.00

Cross Roads House: \$11,000.00

Community Partners: \$2,000.00

SHARE Fund: \$2,056.22

Dover Adult Learning Center: \$5,000.00

Strafford Nutrition Meals on Wheels: \$1,000.00

Tri-City Co-op: \$2,000.00

Seacoast Youth Services / Bridging the Gaps: \$2,000.00

MY TURN: \$4,000.00

#### **Housing Rehabilitation and Public Facilities (remaining 65% of grant allocation): \$247,775.01 (\$160,576.94 + \$87,298.07 in prior year CDBG funds)**

Rochester Child Care Center – Fire Sprinkler System: \$20,000.00

Community Action Partnership of Strafford County – Weatherization Program: \$59,775.01

Rochester Opera House – Chairlift Project: \$23,000.00

East Rochester Public Library – Roof Replacement: \$10,000.00

Rochester Riverwalk – Canoe/Kayak Launch Project: \$25,000.00

Gonic Pool/Recreation Area Improvements: \$50,000.00

Historic District Commission – Downtown Façade Improvements Program: \$10,000.00

Homeless Center for Strafford County – Land Acquisition for New Shelter: \$50,000.00

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Affordable Housing for Homeless Persons	2015	2020	Affordable Housing Homeless	Rochester Low-Moderate Income Census Tracts	Affordable Housing and Homeless Assistance	CDBG: \$19,000	Homeless Person Overnight Shelter: 105 Persons Assisted
Retention of Affordable Housing Stock	2015	2020	Affordable Housing	Rochester Low-Moderate Income Census Tracts	Affordable Housing Stock Retention	CDBG: \$59,775.01	Homeowner Housing Rehabilitated: 50 Household Housing Unit
Increase Access to Quality Facilities and Services	2015	2020	Non-Homeless Special Needs Non-Housing Community Development	Rochester Low-Moderate Income Census Tracts	Improved Safety and Livability of Neighborhoods	CDBG: \$131,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 9,322 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 561 Persons Assisted



Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Improving the Safety/Livability of Neighborhoods	2015	2020	Non-Homeless Special Needs Non-Housing Community Development	Rochester Low-Moderate Income Census Tracts	Improved Safety and Livability of Neighborhoods	\$10,000	Facade treatment/business building rehabilitation: 1 business
Reducing Substance Abuse (Especially Heroin)	2015	2020	Non-Homeless Special Needs Non-Housing Community Development Substance abuse	Rochester Low-Moderate Income Census Tracts	Improved Safety and Livability of Neighborhoods	CDBG: \$2,000	Public service activities other than Low/Moderate Income Housing Benefit: 35 Persons Assisted
Increase Access to Affordable and Quality Housing	2015	2020	Affordable Housing Non-Homeless Special Needs	Rochester Low-Moderate Income Census Tracts	Affordable Housing and Homeless Assistance	CDBG: \$54,056.22	Public service activities for Low/Moderate Income Housing Benefit: 15 Households Assisted  Public facilities activities for Low/Moderate Income Housing Benefit: 30
Public Services Concerned with Employment	2015	2020	Non-Housing Community Development Economic Development	Rochester Low-Moderate Income Census Tracts	Public Services Concerned with Employment	CDBG: \$9,000	Public service activities other than Low/Moderate Income Housing Benefit: 195 Persons Assisted

Table 6 – Goals Summary

## Goal Descriptions

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<b>Goal Name</b>	<b>Affordable Housing for Homeless Persons</b>
<b>Goal Description</b>	<ul style="list-style-type: none"> <li>• Cross Roads House (600 Lafayette Rd., Portsmouth, NH 03801): Homeless shelter and services for Rochester residents</li> <li>• My Friend's Place (368 Washington St., Dover, NH 03820): Homeless shelter and supportive services for Rochester residents</li> </ul>
<b>Goal Name</b>	<b>Retention of Affordable Housing Stock</b>
<b>Goal Description</b>	<ul style="list-style-type: none"> <li>• Community Action Partnership of Strafford County - Weatherization Assistance Program (642 Central Ave., Dover, NH 03820): Weatherization rehabilitation of low-income homes in Rochester</li> </ul>
<b>Goal Name</b>	<b>Increase Access to Quality Facilities and Services</b>
<b>Goal Description</b>	<ul style="list-style-type: none"> <li>• Strafford Nutrition Meals on Wheels (25 Barlett Ave., Suite A, Somersworth, NH 03878): Home meal delivery for lower-income residents with disabilities or limited mobility</li> <li>• Tri-City Co-op (55 Summer St., Rochester, NH 03867): Peer to peer mental health support services</li> <li>• Rochester Child Care Center – Fire Sprinkler System (95 Charles St., Rochester, NH 03867): Fire system upgrades at child care center serving lower-income families</li> <li>• Rochester Opera House – Chairlift Project (31 Wakefield St., Rochester, NH 03867): Installation of chairlift to allow full access to Opera House by residents with physical disabilities</li> <li>• East Rochester Public Library – Roof Replacement (55 Main St., Rochester, NH 03868): Replacement of roof on East Rochester Library building</li> <li>• Rochester Riverwalk – Canoe/Kayak Launch (Hillsdale Rd., Rochester, NH 03867): Installation of small watercraft launch on Hillsdale Rd. to provide access to Cocheco River</li> <li>• Gonic Pool/Recreation Area Improvements (1 Railroad Ave., Rochester, NH 03839): Installation of pavilion and picnic area</li> </ul>
<b>Goal Name</b>	<b>Improving the Safety/Livability of Neighborhoods</b>
<b>Goal Description</b>	<ul style="list-style-type: none"> <li>• Historic District Commission – Downtown Façade Improvements Program (31 Wakefield St., Rochester, NH 03867): Renovation of facades of downtown commercial buildings</li> </ul>
<b>Goal Name</b>	<b>Reducing Substance Abuse (Especially Heroin)</b>

<b>Goal Description</b>	<ul style="list-style-type: none"> <li>Seacoast Youth Services/Bridging the Gaps (39 S. Main St., Rochester, NH 03867): Rent and utilities for youth center serving youth in recovery and youth at risk for substance use disorder</li> </ul>
<b>Goal Name</b>	Increase Access to Affordable and Quality Housing
<b>Goal Description</b>	<ul style="list-style-type: none"> <li>SHARE Fund (150 Wakefield St., Rochester, NH 03820): Rental assistance for low-income rental households in Rochester</li> <li>Community Partners (113 Crosby Rd., Suite 1, Dover, NH 03820): Rental assistance for Rochester residents with disabilities</li> <li>Homeless Center for Strafford County (9 Isinglas Dr., Rochester, NH 03839): Land acquisition for construction of new, larger homeless shelter</li> </ul>
<b>Goal Name</b>	Public Services Concerned with Employment
<b>Goal Description</b>	<ul style="list-style-type: none"> <li>Dover Adult Learning Center (61 Locust St., Rochester, NH 03820): High school equivalency testing services for low-income Rochester residents</li> <li>MY TURN (1 Winter St., Suite 1, Rochester, NH 03867): Vocational skills training and supportive services for low-income young adults</li> </ul>

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b).**

In addition to temporary and emergency housing provided through CDBG and general city funding support of the three regional homeless shelters, the City of Rochester will provide affordable housing through support for the SHARE Fund, Community Partners, and the Community Action Partnership of Strafford County. The SHARE Fund provides rental assistance and other related housing support to low-income persons and families. An estimated number of 15 low-income families are estimated to be provided affordable housing, or assistance staying in affordable housing, during FY 2020. Community Partners provides rental assistance and case management support for residents with mental illnesses or disabilities. An estimated number of 3 residents with disabilities are estimated to be provided affordable housing, or assistance staying in affordable housing, during FY 2020. The Community Action Partnership of Strafford County, through its weatherization program, will provide weatherization of an estimated 50 homes during FY 2020, which will reduce these homeowners' utility bills and allow these homes to remain affordable to their occupants.

Four units of transitional housing are available through the Homeless Center for Strafford County in conjunction with Waste Management. These units house one family each for a period of 12 to 18 months. Case management is provided to the families. Regionally, ninety units of housing have been made available through Low Income Housing Tax Credits, including twelve units of housing for elderly persons. Also regionally available are four units of housing are available to people living with HIV/AIDS, which are owned and managed by AIDS Response Seacoast in conjunction with the Housing Partnership.

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## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The individual activities selected for funding in FY 2020 were established to meet HUD outcomes and were those judged to maximize meeting the most vital needs of the City's low to moderate income population as identified at present and projected over the FY 2015-2020 time span. Within the context of these identified needs and objectives, other eligible activities can and may be undertaken and supported with CDBG funding as new opportunities are defined.

#### Projects

Project Name
Planning and Administration
Public Services
Housing Rehabilitation
Job Opportunity Benefit Loan Program
Public Facilities and Infrastructure

**Table 7 - Project Information**

#### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs.

These priorities are based on the FY 2015-2020 Consolidated Action Plan as well as the FY 2020 research and consultations that the Community Development Coordinator conducted with local social service agencies, relevant government agencies and departments, local business and civic organizations, and general Rochester residents. **Activities and programs providing homeless services and affordable housing were prioritized based on continuing community needs for these services.**

Obstacles to addressing underserved needs mostly include the ability of leveraged funding to provide services and administer programs. The available non-CDBG funding of public service agencies applying for CDBG funding was assessed during the grant application process, as well as the extent of need for a proposed project or program and anticipated long-term poverty reduction benefits of a proposed project or program.

**AP-38 Project Summary**  
**Project Summary Information**

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<b>Project Name</b>	<b>Planning and Administration</b>
<b>Target Area</b>	Rochester Low-Moderate Income Census Tracts
<b>Goals Supported</b>	Affordable Housing for Homeless Persons Retention of Affordable Housing Stock Reducing Substance Abuse (Especially Heroin) Increase Access to Quality Facilities and Services Increase Access to Affordable and Quality Housing Public Services Concerned with Employment
<b>Needs Addressed</b>	Affordable Housing and Homeless Assistance Affordable Housing Stock Retention Reduction in Substance Abuse (Especially Heroin) Improved Safety and Livability of Neighborhoods Small Business Stabilization and Expansion
<b>Funding</b>	CDBG: \$49,408.29
<b>Description</b>	Planning and administration costs for the City of Rochester CDBG program (salary, office supplies, environmental reviews, Davis-Bacon Act monitoring, etc.)
<b>Target Date</b>	6/30/2020
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A.
<b>Location Description</b>	Office of Economic and Community Development City of Rochester 33 Wakefield St. Rochester, NH 03867
<b>Planned Activities</b>	Planning and administration costs for the City of Rochester CDBG program (salary, office supplies, environmental reviews, Davis-Bacon Act monitoring, etc.)

<b>Project Name</b>	<b>Public Services</b>
<b>Target Area</b>	<b>Rochester Low-Moderate Income Census Tracts</b>
<b>Goals Supported</b>	Affordable Housing for Homeless Persons Reducing Substance Abuse (Especially Heroin) Increase Access to Quality Facilities and Services Increase Access to Affordable and Quality Housing Public Services Concerned with Employment
<b>Needs Addressed</b>	Affordable Housing and Homeless Assistance Reduction in Substance Abuse (Especially Heroin) Public Services Concerned with Employment
<b>Funding</b>	CDBG: \$37,056.22
<b>Description</b>	Public service agency subrecipients
<b>Target Date</b>	6/30/2020
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	911 low-moderate income individuals, predominantly homeless families and families at risk of becoming homeless
<b>Location Description</b>	Cross Roads House: 600 Lafayette Rd., Portsmouth, NH 0380 My Friend's Place: 368 Washington St., Dover, NH 03820 Community Partners, 113 Crosby Rd., Suite #1, Dover, NH 03820 SHARE Fund: 150 Wakefield St., Rochester, NH 03867 Dover Adult Learning Center: 63 S. Main St., Rochester, NH 03867 Strafford Nutrition Meals on Wheels: 25 Bartlett Ave., Suite A, Somersworth, NH 03878 Tri-City Co-op: 55 Summer St., Rochester, NH 03867 Seacoast Youth Services / Bridging the Gaps: 39 S. Main St., Rochester, NH 03867 MY TURN: 1 Winter St., Suite 1, Rochester, NH 03867



<b>Planned Activities</b>	Homeless shelter funding, rental assistance funding, employment and educational assistance funding, meal delivery services, peer to peer mental health services, substance use disorder prevention and recovery services.
<b>Project Name</b>	<b>Housing Rehabilitation</b>
<b>Target Area</b>	Rochester Low-Moderate Income Census Tracts
<b>Goals Supported</b>	Retention of Affordable Housing Stock
<b>Needs Addressed</b>	Affordable Housing Stock Retention
<b>Funding</b>	CDBG: \$59,775.01
<b>Description</b>	Housing rehabilitation grants for low-income residents
<b>Target Date</b>	6/30/2020
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	50 low-income individuals (approximately 25 low-income families)
<b>Location Description</b>	Multiple locations. All homeowners will be low-moderate income residents.
<b>Planned Activities</b>	Weatherization assistance to low-income homeowners.
<b>Project Name</b>	<b>Job Opportunity Benefit (JOB) Loan Program</b>
<b>Target Area</b>	Rochester Low-Moderate Income Census Tracts
<b>Goals Supported</b>	<b>Public Services Concerned with Employment</b>
<b>Needs Addressed</b>	Small Business Stabilization and Expansion
<b>Funding</b>	CDBG: \$73,858.79
<b>Description</b>	JOB Loans job creation loan program (revolving loan fund). Funds are from previously established RLF, not entitlement funds.
<b>Target Date</b>	6/30/2020

<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2 low-moderate income individuals
<b>Location Description</b>	Office of Economic and Community Development City of Rochester 33 Wakefield St. Rochester, NH 03867
<b>Planned Activities</b>	JOB Loans job creation loan program
<b>Project Name</b>	Public Facilities and Infrastructure
<b>Target Area</b>	Rochester Low-Moderate Income Census Tracts
<b>Goals Supported</b>	Increase Access to Quality Facilities and Services
<b>Needs Addressed</b>	Improved Safety and Livability of Neighborhoods
<b>Funding</b>	CDBG: \$188,000
<b>Description</b>	Rochester Child Care Center – Fire Sprinkler System Upgrades Rochester Opera House – Chairlift Installation Project East Rochester Public Library – Roof Replacement Rochester Riverwalk – Canoe/Kayak Launch Project Gonic Pool/Recreation Area Improvements Historic District Commission – Downtown Façade Improvements Program Homeless Center for Strafford County – Land Acquisition for New Shelter
<b>Target Date</b>	6/30/2020
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	9,352 individuals, primarily low-moderate income families

<b>Location Description</b>	<p>Rochester Child Care Center: 95 Charles St., Rochester, NH 03867</p> <p>Rochester Opera House: 31 Wakefield St., Rochester, NH 03867</p> <p>East Rochester Public Library: 55 Main St., Rochester, NH 03868</p> <p>Rochester Riverwalk: Hillsdale Rd., Rochester, NH 03867</p> <p>Gonic Pool/Recreation Area Improvements: 1 Railroad Ave., Rochester, NH 03839</p> <p>Historic District Commission – Downtown Façade Improvements Program: 31 Wakefield St., Rochester, NH 03867</p> <p>Homeless Center for Strafford County – Land Acquisition for New Shelter: 9 Isinglas Dr., Rochester, NH 03839</p>
<b>Planned Activities</b>	<p>Rochester Child Care Center – Fire Sprinkler System: Fire system upgrades at child care center serving lower-income families</p> <p>Rochester Opera House – Chairlift Project: Installation of chairlift to allow full access to Opera House by residents with physical disabilities</p> <p>East Rochester Public Library – Roof Replacement: Replacement of roof on East Rochester Library building</p> <p>Rochester Riverwalk – Canoe/Kayak Launch: Installation of small watercraft launch on Hillsdale Rd. to provide access to Cocheco River</p> <p>Gonic Pool/Recreation Area Improvements: Installation of pavilion and picnic area</p> <p>Homeless Center for Strafford County – Land Acquisition for New Shelter: Land acquisition for construction of new, larger homeless shelter</p>

## AP-50 Geographic Distribution – 91.220(f)

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed.**

Assistance will be directed primarily to low-income residents. This prioritization will be achieved through two methods. First, assistance will be provided through public services aimed specifically at low-income clients, such as homeless shelter and rental assistance services, and through housing and facilities projects that benefit low-income persons, such as weatherization of low-income housing. Second, assistance will be directed toward census tracts identified by HUD as comprised of 51% or greater low-income households. These census tracts will be prioritized in consideration for public facilities projects.

According to data compiled by the Strafford Regional Planning Commission in its 2015 report, *Local Solutions for the Strafford Region: Fair Housing and Equity Assessment*, there is a slight concentration of racial and ethnic minorities who rent in the center of the City (Wards 2 and 6), and there is a heavier concentration of racial and ethnic minorities who own their homes in the northwestern portion of the City (Wards 3 and 5). Both these areas overlap, to large extent, the census tracts classified by HUD as 51% or greater low to moderate income.

### Geographic Distribution

Target Area	Percentage of Funds
Rochester Low-Moderate Income Census Tracts	72%

**Table 8 - Geographic Distribution**

### Rationale for the priorities for allocating investments geographically

Combining clientele-specific targeting (such as projects aimed specifically at residents with disabilities or residents experiencing homelessness) and low-income census tract-specific targeting is calculated to serve the greatest number of low-income residents.

### Discussion

The 28% of funding that will not occur within Rochester low-moderate income census tracts is funding for Community Action Partnership of Strafford County's weatherization assistance program, the homeless shelters My Friend's Place and Cross Roads House, and rental assistance activities provided by the SHARE Fund and Community Partners. While individual project locations may be outside of identified low- to moderate-income census tracts, all individual clients served through these funds will be low- to moderate-income. All of these programs verify client income and/or homeless status before services are provided.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

Focus is placed on rental assistance and housing stock rehabilitation, rather than housing acquisition, as rental assistance and housing rehabilitation have been identified as budget-maximizing approaches to increasing access to affordable housing. In particular, a disproportionate number of low-income and/or racial/ethnic minority households rent versus own their homes.

In addition, a large number of elderly residents live in manufactured housing that requires weatherization services, and Community Action Partnership of Strafford County's weatherization assistance program consistently reports that over half of its served Rochester clients are elderly residents and/or living in manufactured housing.

One Year Goals for the Number of Households to be Supported	
Homeless:	105
Non-Homeless:	0
Special-Needs:	0
Total:	105

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance:	15
The Production of New Units:	0
Rehab of Existing Units:	25
Acquisition of Existing Units:	0
Total:	35

Table 10 - One Year Goals for Affordable Housing by Support Type

#### Discussion

N/A.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The City of Rochester's Community Development Division plans to continue to work with the Rochester Housing Authority to identify and address public housing needs, such as the need for more transportation options for public housing residents, especially elderly residents and residents with disabilities. The City of Rochester also will continue to partner with the Rochester Housing Authority to research fair housing concerns within the city generally and public housing specifically.

### **Actions planned during the next year to address the needs to public housing**

The City of Rochester's Community Development Division plans to continue to work with the Rochester Housing Authority to identify and address public housing needs, such as the need for more transportation options for public housing residents, especially elderly residents and residents with disabilities. The City of Rochester also will continue to partner with the Rochester Housing Authority to research fair housing concerns within the city generally and public housing specifically.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

The Community Development Coordinator and Rochester Housing Authority will continue to hold meetings to engage public housing residents in the management process as well as to help identify unmet community needs and opportunities for new programs to better serve Rochester Housing Authority residents.

To encourage participation in homeownership, the Community Development Coordinator regularly makes available to the Rochester Housing Authority informational brochures on state homeownership programs aimed at lower-income potential homebuyers, as well as grant opportunities that might be able to fund homeownership or public housing programs.

As part of the City of Rochester's Section 3 compliance measures, the Community Development Coordinator also ensures that all CDBG-funded construction project bid invitations are provided to Rochester Housing Authority residents so that residents have an opportunity to bid on such projects. This helps Rochester Housing Authority residents to build financial independence which can lead to subsequent better positions for home ownership.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be**

**provided or other assistance**

N/A. The Rochester Housing Authority is not designated as troubled.

**Discussion**

N/A.

## AP-65 Homeless and Other Special Needs Activities – 91.220(i)

### Introduction

Consultations with public service agencies and local government staff regarding housing issues and homelessness indicate a continuing and substantial need for homeless shelters and supportive services. Public input consistently echoed these concerns, as well. This FY 2020 Annual Action Plan incorporates continued funding for the provision of services through regional homeless shelters as well as services aimed at preventing homelessness, **such as rental assistance and mental health supportive services.**

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.**

The City of Rochester will be participating actively in the Seacoast's Coordinated Entry system for provision of a range of services to the City's homeless population. This will include attendance by the Community Development Coordinator at all relevant meetings with regional homeless services providers, the City of Rochester's welfare officer, and other key officials and stakeholders to coordinate on serving the City's homeless population.

The Community Development Coordinator will also participate actively with the Greater Seacoast Coalition to End Homelessness and the New Hampshire Balance of State Continuum of Care. The City of Rochester will assist the state in implementing statewide coordinated entry in any way possible.

The City of Rochester will also fund a wide range of public service agencies that provide services such as emergency housing and homelessness prevention. **This includes direct CDBG funding to two of the region's homeless shelters, including the largest-capacity shelter in the region, and rental assistance to those who are homeless or at risk of becoming homeless.** The homeless shelters, as part of our regional Coordinated Entry process, assess individual needs during the intake process and prioritize unsheltered persons for shelter and services.

**Addressing the emergency shelter and transitional housing needs of homeless persons.**

**The City of Rochester will fund the region's three primary homeless shelters. My Friend's Place provides emergency and transitional shelter for families and single women, and Cross Roads House provides emergency shelter for men, women, and families, as well as Housing First programs and post-housing case management. Cross Roads House is the largest capacity shelter in the Seacoast region. In addition, Rochester will be funding the Homeless Center for Strafford County, which provides emergency and transitional shelter for families and single women, so it can purchase land to construct a new, larger-capacity shelter located within the City of Rochester.**

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that**



**individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

The City of Rochester plans to fund a wide range of public service agencies in FY 2020 that provide services such as emergency housing, homelessness prevention, and rental assistance to those who are homeless or at risk of becoming homeless. My Friend's Place provides emergency and transitional shelter for families and single women, and Cross Roads House provides emergency shelter for men, women, and families, as well as Housing First programs and post-housing case management. Cross Roads House also participates in a statewide initiative to reduce veteran homelessness and provides shelter and services to between three to five homeless veterans at any given time.

In addition, the Community Development Coordinator will be working with the Tri-City Homelessness Task Force to identify strategies and programs to provide emergency shelter and permanent housing for chronically homeless individuals and families. This will include identification of non-CDBG funding sources to help pay for existing and newly created housing initiatives.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The City of Rochester plans to support low-income individuals and families to avoid becoming homeless through a variety of approaches. Rochester will fund rental assistance to those who are at risk of becoming homeless as well as fund programs and activities aimed at assisting low-income individuals and families over a longer term through investments in educational and employment/vocational training, such as Dover Adult Learning Center's provision of high-school equivalency exam preparation services. Finally, Rochester will fund mental health supportive services, such as rental assistance for residents with mental illnesses and/or developmental disabilities, and substance use prevention and recovery services. Community Partners' rental assistance program provides rental assistance to low-income persons with mental illnesses and/or developmental disabilities, and Seacoast Youth Services/Bridging the Gaps is opening a youth center aimed at serving youth in recovery and youth at risk of developing substance use disorders.

## **Discussion**

N/A.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction**

Barriers to affordable housing in the City of Rochester continue to consist primarily of regional high rental rates (over 30% of lower income renters' income), very low vacancy rates in the rental housing market (hovering around 1% vacancy), and preferences among real estate developers for higher-end market rate housing over more affordable housing (due in part to high construction costs). In FY 2020, the City of Rochester plans to continue its ongoing partnerships with regional public service agencies, such as the SHARE Fund, Community Partners, and the Community Action Partnership of Strafford County, to address these continuing barriers to affordable housing.

Community Action Partnership's weatherization assistance program reduces energy expenses and thereby lowers overall home ownership and maintenance expenses for low-income householders. Rental assistance, provided by both the SHARE Fund and Community Partners, helps low-income residents to obtain safe, quality housing in a rental market with continually rising rent rates. Focus is placed on rental assistance and housing stock rehabilitation because both of these activities are considerably lower cost than the creation of new housing.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment.**

The Community Development Coordinator has consulted with New Hampshire Housing; the Workforce Housing Coalition of the Greater Seacoast; Community Action Partnership of Strafford County, and several Rochester city departments during the researching and drafting of the FY 2020 Annual Action Plan. These consultations indicated that relatively low allowable residential densities have impeded affordable multifamily developments. In FY 2018 and FY 2019, the Community Development Coordinator worked with the Planning Department to analyze and revise the downtown density ordinances, and in FY 2020 the Community Development Coordinator plans to explore increasing density allowances in areas of the city outside the downtown core.

### **Discussion**

N/A.

## AP-85 Other Actions – 91.220(k)

### Introduction

The Community Development Coordinator plans to continue collaborations with to regional public service agencies, local and state government entities, and local business organizations to maximize the impact of available CDGB funds. This will include coordination with the Workforce Housing Coalition of the Greater Seacoast to explore potential best uses for the downtown housing charrette report drafted in November 2018; regular presentations at Community Development Committee meetings by downtown business organization Rochester Main Street; and participation in the housing opportunities work currently being spearheaded by the Greater Seacoast Coalition to End Homelessness.

### Actions planned to address obstacles to meeting underserved needs.

Underserved needs are comprised mostly of continued shortage of affordable housing and the need for comprehensive, integrated services for mental health and substance use disorder recovery. In FY 2020, the City of Rochester's CDBG funding will go toward rental assistance, including rental assistance specifically for residents with mental illnesses; homeless services and rental assistance for low-income residents; and substance use prevention and recovery services.

In addition, The Community Development Coordinator will continue to be actively engaged with the regional Greater Seacoast Coalition on Homelessness, which meets bimonthly to discuss homelessness issues in the region and functions as a local-level continuum of care, and the Tri-City Homelessness Task Force, which meets monthly to strategize on homeless prevention and reduction in the neighboring cities of Rochester, Somersworth, and Dover. Recent Tri-City Homeless Task Force strategizing has focused specifically on addressing the region's affordable housing shortage and the need for more mental health and recovery supports.

### Actions planned to foster and maintain affordable housing.

Barriers to affordable housing in the City of Rochester continue to consist primarily of regional high rental rates (over 30% of lower income renters' income), very low vacancy rates in the rental housing market (hovering around 1% vacancy), and preferences among real estate developers for higher-end market rate housing over more affordable housing (due in part to high construction costs). In FY 2020, the City of Rochester plans to continue its ongoing partnerships with regional public service agencies, such as the SHARE Fund, Community Partners, and the Community Action Partnership of Strafford County, to address these continuing barriers to affordable housing.

Community Action Partnership's weatherization assistance program reduces energy expenses and thereby lowers overall home ownership and maintenance expenses for low-income householders. Rental assistance, provided by both the SHARE Fund and Community Partners, helps low-income residents to obtain safe, quality housing in a rental market with continually rising rent rates. Focus is placed on rental assistance and housing stock rehabilitation because both of these activities are considerably lower cost than the creation of new housing.

### Actions planned to reduce lead-based paint hazards.

The City of Rochester has applied to participate in an upcoming statewide lead poisoning community

project being organized by New Hampshire Listens, the Conservation Law Foundation, and New Hampshire Legal Assistance. The City of Rochester has assembled a project team comprised of staff from the Community Development Division; Planning Department; Building, Zoning, and Licensing Services Department; and School Department. Rochester Main Street and the Community Action Partnership of Strafford County are also represented on the project team.

Through the community project, the City of Rochester plans to (1) identify where best to target limited municipal resources for maximum impact, (2) how to productively partner with community organizations to implement effective lead poisoning prevention and reduction strategies; and (3) how to evaluate progress and success of our implemented strategies.

The City of Rochester also will continue to fund the housing weatherization work of the Community Action Partnership of Strafford County, which includes lead-safe work practices and lead remediation under certain circumstances. The City of Rochester will ensure lead-based paint safe practices and/or lead-based paint removal in all other construction-based activities funded, as well.

### **Actions planned to reduce the number of poverty-level families.**

The City of Rochester plans to support a range of anti-poverty effort in FY 2020. High school equivalency testing, supplied by the Dover Adult Learning Center, will be funded, as the City of Rochester continues to recognize the value of investing in education for ensuring residents' long-term advancement out of poverty. MY TURN provides vocational skills training, transportation and child care assistance, and paid internship opportunities for lower-income young adults. The City of Rochester also will continue to operate and promote its Job Opportunity Benefits (JOB) Loan Program, which provides loans to small businesses to encourage the hiring of low and moderate income employees. Conditions for receiving a loan require a commitment to creating or retaining a certain number of jobs that are made available to low and moderate income employees. Such jobs must include the potential for advancement. Recent JOB Loan Program loan recipients have included a printing company and sporting arms retailer.

### **Actions planned to develop institutional structure.**

The City of Rochester's Community Development Division plans to work with other City departments (such as the Office of Economic Development, the Planning Department, the Department of Public Works, and the Department of Building, Zoning, and Licensing Services) to implement the programs and activities outlined in this Annual Action Plan. The Community Development Division will also continue to work with other City departments to identify further program needs within the City and to research other funding sources for City projects that are not and/or cannot be funded through CDBG funds.

In addition, the City of Rochester has applied to participate in an upcoming statewide lead poisoning community project being organized by New Hampshire Listens, the Conservation Law Foundation, and New Hampshire Legal Assistance (NHCLA). The City of Rochester has assembled a project team comprised of staff from the Community Development Division; Planning Department; Building, Zoning, and

Licensing Services Department; and School Department.

**Actions planned to enhance coordination between public and private housing and social service agencies.**

The Community Development plans to build on existing relationships to coordinate activities among a broad range of non-profit agencies, for-profit housing developers, and city staff. This will include regional non-profit housing developer the Housing Partnership, the Workforce Housing Coalition of the Greater Seacoast, and the Community Action Partnership of Strafford County.

The Community Development Coordinator also plans to actively participate in the New Hampshire Balance of State Continuum of Care, the Greater Seacoast Coalition to End Homelessness, and the Tri-City Homeless Task Force. All three coalitions focus on enhancing coordination between government officials, housing providers, and social service agencies.

**Discussion**

N/A.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction

The program income from the Job Opportunity Benefit (JOB) Loan Program is continually reinvested back into the JOB Loan Program.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed: \$0.00
  2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan: N/A.
  3. The amount of surplus funds from urban renewal settlements: N/A.
  4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan: \$0.00
  5. The amount of income from float-funded activities: N/A.
- Total Program Income: \$0.00

#### Other CDBG Requirements

1. The amount of urgent need activities: 0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan: 77.8%, FY 2020

#### Discussion

N/A.

**Ordinance No. \_\_\_, 2018**

**AN ORDINANCE OF THE CITY OF ROCHESTER CITY COUNCIL ADOPTING  
AMENDMENTS TO CHAPTER 42 OF THE GENERAL ORDINANCES OF THE CITY  
OF ROCHESTER REGARDING ZONING AND DEVELOPMENT STANDARDS FOR  
DEVELOPMENT OF LANDS WITHIN THE DOWNTOWN COMMERCIAL ZONE  
DISTRICT**

**Whereas,** The City of Rochester received a Municipal Technical Assistance Grant from Plan NH and Community Block Grant funds through the U.S. Department of Housing and Urban Development; and,

**Whereas,** such funding enabled the analysis of regulatory barriers to private-sector investment in Rochester's downtown properties; and,

**Whereas,** this ordinance seeks to lessen regulatory barriers and encourage residential, commercial, and mixed-use development within the Downtown Commercial Zone District; and,

**Whereas,** text to be stricken from the Chapter appear as ~~text to be stricken~~; text to be added to Chapter 42 appears as text to be added; and, scrivener's notes appear as [notes]; and,

**Whereas,** this ordinance supports the public interest and safeguards the health and welfare of the residents and businesses of the City of Rochester.

**Therefore; THE CITY OF ROCHESTER ORDAINS:**

That Chapter 42 of the General Ordinances of the City of Rochester and currently before the Rochester City Council, be amended as follows:

**Amendment 1:** Section 42.2.b, which section describes terms used within the Chapter, is amended to add two definitions as follows:

no changes to definitions 1 through 189]

**190. Parking Facility, Commercial:** A Parking Lot or Parking Garage used as an independent business venture for the short-term parking of automobiles on an hourly, daily, weekly, or monthly basis for a fee.

**191. Parking Facility, Public:** A Parking Lot or Parking Garage, owned by a municipal or public entity, used for the short-term parking of automobiles on an hourly, daily, weekly, or monthly basis, and which may require permitting or usage fees.

[Permanent Foundation renumbered to 192 and remaining definitions renumbered accordingly]

Ordinance No. \_\_\_, 2018.

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**Amendment 2:** Section 42.19.b.8, which section defines minimum lot size requirements for various areas within Rochester, is amended as follows:

8. Density Rings. The density rings are shown on the Official City of Rochester Zoning Map that is adopted as part of this Ordinance and only apply to multi-family dwellings/developments. The rings are defined as follows:

There is no minimum lot area per dwelling unit applicable within the Downtown Commercial (DC) Zone District. For areas outside of the DC Zone District, the minimum lot area per dwelling unit within a one (1) mile radius of the center of Rochester, shall be 5,000 square feet. The minimum lot area per dwelling unit outside of the one (1) mile radius of the center of Rochester, shall be 7,500 square feet.

The minimum lot area per dwelling unit within a one-half (½) mile radius of the center of Gonic and East Rochester, shall be 5,000 square feet. The minimum lot area per dwelling unit outside of the one-half (½) mile radius of the center of Gonic and East Rochester, shall be 7,500 square feet.

Any lot that is partially within the radius of a density ring shall be treated as if it were entirely within the radius of the density ring.

**Amendment 3:** Section 42.20.b.7, which section defines development standards for Lodging Facilities, is amended as follows:

7. ~~Lodging- Motel- Facility.~~ For a Lodging Facility, the minimum lot size shall be 30,000 square feet plus 1,000 square feet per unit. Minimum lot size for a Bed and Breakfast shall be the minimum lot size for a single-family home according to the applicable zone district. The minimum lot size for a Hotel in the Downtown Commercial (DC) Zone District shall be 7,500 square feet.

**Amendment 4:** Section 42.20.b.11, which section defines standards for Multi-Family Dwellings/Development, is amended as follows:

11. Multifamily -Dwellings/Development. ~~The following requirements shall apply to multifamily dwellings/developments of 3 or more dwelling units:~~
  - A. Buffers from Roads. ~~Except for parcels within the Downtown Commercial (DC) Zone District, a~~ 50-foot buffer shall be established from all neighboring roads, including roads from which access is taken. The Planning Board shall determine treatment of the buffer area, whether it is to be left undisturbed, to have supplemental plantings installed, to be designated part of the overall open space plan for the development, and/or to be part of an individual lot but protected from construction. No roofed structures may be erected in the buffer

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area. This buffer shall not be required for parcels in the DC Zone District.

- B. ~~Buffers from Single Family. Except for parcels within the Downtown Commercial (DC) Zone District, a 100-foot buffer shall be established adjacent to any existing single-family house or any vacant lots less than 3 acres that are zoned residential. This buffer shall not be required for parcels in the DC Zone District.~~

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- C. Access. Any new multifamily development must take access from an existing collector or arterial road rather than an existing local road. The Planning Board may waive this requirement by conditional use upon a finding that it is preferable to take access from a local rather than a collector road and that taking access from the local road will have no significant adverse impact upon residents or property owners located on the local road.

- D. Commercial Districts. Within any commercial districts, multifamily is allowed only as a secondary use:

- i. it must be situated on the second floor or on higher floors of a commercial building or in a separate building behind the commercial building; and
- ii. at no time may the area of the multifamily dwellings exceed 80% of the square footage of the on-site commercial space.

**Commented [JC2]:** This language will stay in the ordinance as a result of the Planning Board discussions at the 3/18/19 meeting.

**Commented [JC3]:** Not needed

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**Commented [JC4]:** Changed as a result of the 3/18/19 Planning Board meeting.

**Commented [JC5]:** All of South Main Street now included.

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**Commented [MM6]:** Change at the 11-19-18 PB

**Commented [JC7]:** Added as a result of the 3/18/19 Planning Board meeting

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**Commented [JC8]:** Added language as a result of the 3/18/19 Planning Board meeting.

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**Commented [JC9]:** removed as a result of the 3/18/19 Planning Board meeting.

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- E. Downtown Commercial District. Within the Downtown Commercial (DC) Zone District, multifamily is allowed with the following restrictions:

- i. Multifamily units are prohibited on the ground floor and only permitted non-residential uses within the Downtown Commercial District shall be located on the ground floor. However, parking shall be allowed on the ground floor except within for parcels fronting any of the following Streets:

- Union Street
- North Main Street south of the North Main Street Bridge
- South Main Street north of Columbus Avenue
- Wakefield Street south of Columbus Avenue
- Hanson Street
- Museum Way

- ii. Ancillary ground floor multifamily use, such as entryways, lobbies, utility areas and similar functional spaces shall be minimized to the extent practical. Remaining ground floor space within the first 50 feet of building depth shall be reserved for non-residential uses, as permitted in the DC Zone District, unless otherwise required to comply with the state building code and/or fire codes. Applicants may apply for a Conditional Use Permit to locate these uses between 20 ft and 50 ft.

Ordinance No. \_\_\_\_, 2018.

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iii. DC Zone District parcels not fronting on the above-listed Streets may contain multifamily use and units on all floors without restriction.

E.F. Sewer and Water. Any new multifamily dwellings/developments must connect to the City of Rochester's public sewer and water systems.

**Amendment 5:** Section 42.20.b.14, which section defines development standards for Public Parking Facilities, is added as follows:

**14. Parking Facility, Public.** For a Public Parking Facility, the following standards shall apply:

- A. Sizing and capacity of the facility shall be based on current and forecasted use patterns and demand for publicly accessible parking.
- B. Frontages along a primary commercial street shall, to the extent practicable, incorporate commercial business as a means of minimizing extended expanses of blank walls.
- C. An operations plan shall define the basic functions of the facility including signage, offsite wayfinding, hours of operation, access and control points, payment systems, and lighting and landscape installation.
- D. Rate schedules shall be subject to establishment and change by the City of Rochester and shall not be required for approval or conditioned by the Notice of Decision.

[Small Wind Energy Systems renumbered to 15. Remaining items renumbered accordingly.]

**Amendment 6:** Section 42.21.d.7, which section defines conditional use standards for Lodging Facilities, is amended as follows:

- 7. ~~Lodging, Motel Facility.~~ For a Lodging Facility, tThe minimum lot size shall be 30,000 square feet plus 1,000 square feet per unit. Minimum lot size for a Bed and Breakfast shall be the minimum lot size for a single-family home according to the applicable zone district. The minimum lot size for a Hotel in the Downtown Commercial (DC) Zone District shall be 7,500 square feet.

**Amendment 7:** Section 42.21.d.10, which section defines conditional use standards for Parking Lots, is added as follows:

**10. Parking Lot.** For properties within the Downtown Commercial (DC) Zone District, Parking Lots shall be limited to twenty (20) parking spaces for any single tenant unless otherwise approved by the Planning Board pursuant to the standards below:

Ordinance No. \_\_\_\_, 2018.

Page **4**

- A. The applicant demonstrates a unique commercial or market-based need for additional parking.
- B. There is a lack of publicly accessible parking in the immediate vicinity.
- C. Sharing parking with an adjacent use or property is impractical or not possible.
- D. Negative visual effects of a large parking lot are minimized to the extent practicable through site design, breaking-up large expanses of paving, shielding parking from direct public view, or placing parking to the side or behind buildings. Where possible, buildings in the DC District should front a primary street with parking placed to the side or rear.
- E. The Planning Board may impose operational parameters regarding signage, limiting access points, and may require specific lighting and landscaping installation.

**Amendment 8:** Section 42.21.d.11, which section defines conditional use standards for Commercial Parking Facilities, is added as follows:

- 11. Parking Facility, Commercial.** The Planning Board may approve a Commercial Parking Facility based on the following standards:
- A. Sizing and capacity of the facility is based on current and forecasted use patterns and demand for publicly accessible parking.
  - B. Frontages along a primary commercial street, to the extent practicable, incorporate commercial business on the ground floor as a means of providing pedestrian interest and minimizing extended expanses of blank walls.
  - C. An acceptable operations plan defines the basic functions of the facility including signage, offsite wayfinding, hours of operation, access and control points, payment systems, and lighting and landscape installation.
  - D. Rate schedules and changes thereto shall remain the prerogative of the owner and shall not be required for approval or conditioned by the Notice of Decision.

[Porkchop Subdivision renumbered to item 12 and remaining items renumbered accordingly.]

**Amendment 9:** Article III, Section 10, of the City of Rochester Site Plan Regulations, which section defines the number, placement, and other stipulations for required parking, was amended.

**Amendment 10: Section 42.6 (c) (3) (A) (i), which describes the development standards in the Downtown Commercial District, is amended as follows:**

~~**i. First Floor. Residential uses are allowed on the first floor by conditional use only. They are allowed on the upper floors by right.**~~

[following page]

Ordinance No. \_\_\_\_, 2018.  
Page 5

**Commented [JC10]:** Deleted as a result of discussion at the 3/18/19 Planning Board meeting.

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**Amendment 10: Section 42.6 (c) (3) (C) (i) (ii), which describes the development standards in the Downtown Commercial District, is amended as follows:**

i. See Site Plan Regulations. ~~Nonresidential Uses. There are no off street parking requirements for nonresidential uses in the DC District.~~

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ii. Residential Uses. ~~For residential uses a parking plan must be approved by the Planning Board (see Site Plan Regulations).~~

**Commented [JC11]:** All parking requirements are located in the Site Plan Regulations.

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Ordinance No. \_\_\_\_, 2018.

Page **6**

**Supplemental Appropriation to the 2018-2019 Water Capital Improvements Plan Fund in an amount of \$8,766,000.00 for Route 202A Water Main Extension Project and Bonding Authority pursuant to RSA 33:9**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER:**

That the amount of Eight Million Seven Hundred Sixty Six Thousand Dollars (\$8,766,000.00) is hereby appropriated as a supplemental appropriation to the 2018-2019 Department of Public Works Water Capital Improvements Plan fund for the purpose of paying costs associated with the Route 202A Water Main Extension.

The cash funds for this supplemental appropriation shall be derived as follows: Two Million Two Hundred Seven Thousand Dollars (\$2,207,000.00) from an MtBE Remediation Bureau Grant and Three Million Eight Hundred Thousand Dollars (\$3,800,000.00) from an NHDES Drinking Water & Groundwater Trust Fund (DWGTF) Grant.

In accordance with the provisions of RSA 33:9 and in conjunction with this supplemental appropriation, the City Treasurer, with the approval of the City Manager, be, and hereby are authorized to borrow the sum of Two Million Seven Hundred Fifty Nine Thousand Dollars (\$2,759,000.00) through the issuance of bonds and/or notes, and/or through other legal form(s), such borrowing to be on such terms and conditions as the said Treasurer and City Manager may deem to be in the best interest of the City of Rochester. Such borrowing is authorized subject to compliance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter to the extent required, necessary and/or appropriate. One Million Two Hundred Ninety Three Thousand Dollars (\$1,293,000.00) of the borrow authority shall be exercised in regards to a DWGTF loan.

Further, One Hundred Thousand Dollars (\$100,000.00) of borrowing authority previously authorized for this project is hereby deauthorized and the source of those funds is changed to the MtBE Grant.

Still further, the City Manager and/or the Finance Director is hereby authorized to execute all grant and loan documents necessary to complete the above transactions on behalf of the City.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

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City Clerk's Office

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04/11/2019

**City of Rochester Formal Council Meeting****AGENDA BILL****NOTE: Agenda Bills are due by 10 AM on the Monday the week before the City Council Meeting.****AGENDA SUBJECT**RT 202A Water Main Extension Project  
Supplemental Appropriation and Designated AuthoritiesCOUNCIL ACTION ITEM ☒  
INFORMATION ONLY ☐FUNDING REQUIRED? YES ☒ NO ☐  
\* IF YES ATTACH A FUNDING RESOLUTION FORMRESOLUTION REQUIRED? YES ☒ NO ☐FUNDING RESOLUTION FORM? YES ☒ NO ☒

AGENDA DATE	March 5, 2019		
DEPT. HEAD SIGNATURE	Peter C. Nourse, Director of City Services-original on file		
DATE SUBMITTED	February 25, 2019		
ATTACHMENTS YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Funding Form	* IF YES, ENTER THE TOTAL NUMBER OF PAGES ATTACHED	1	

**COMMITTEE SIGN-OFF**

COMMITTEE	Public Works & Buildings Committee
CHAIR PERSON	Councilor Ralph Torr

**DEPARTMENT APPROVALS**

DEPUTY CITY MANAGER	
CITY MANAGER	

**FINANCE & BUDGET INFORMATION**

FINANCE OFFICE APPROVAL	
SOURCE OF FUNDS	Water Fund
ACCOUNT NUMBER	Project # 55016010-772000-19532
AMOUNT	\$8,766,000.00
APPROPRIATION REQUIRED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

**LEGAL AUTHORITY**

City Charter, Section 4: Except as herein provided otherwise, the City Council shall have all powers conferred by law upon City Councils, Boards of Mayor and Aldermen, and the Selectmen of Towns so far as applicable to cities.

**SUMMARY STATEMENT**

The Department of Public Works submitted a grant application to NHDES Drinking Water & Groundwater Trust Fund (DWGTF) and to the MtBE Remediation Bureau for the Rt. 202A Water Line Extension project.

This project will address water supply issues at the Highfield Common Development and the water quality issues in the area of Rt 202A, including Winkley Farm Road, Fiddlehead Lane and Dustin Homestead Condominiums.

NHDES has accepted and approved funding for the project as it will also address the documented MtBE contamination at several homes along Rt. 202A.

The total project value is estimated at \$8,866,000 and will be funded as follows:

MTBE Grant Funds	\$2,307,000.00 (\$100,000 Previously appropriated)
DW GWTF Grant	\$3,800,000.00
DW GWTF Loan	\$1,293,000.00
Private Cont & Water Fund borrowing	\$1,466,000.00

This agenda bill is for a supplemental appropriation for the project and to designate the authorities for grants and loan execution as well as all other documents necessary for the processing of these grants and loans. We are also requesting a funding source change for the original \$100,000 that was appropriated for the project as part of the FY2019 CIP Budget.

At this time we will request that the \$1,466,000.00 be appropriated as Water Fund borrowing as the private contribution amount has not yet been determined and may involve both cash and land contributions. We may need to change a portion of this funding once that is determined. In order to proceed with the project the funding appropriation must be completed by NHDES Deadline in May.

**RECOMMENDED ACTION**

1. City Council resolution appointing the City Manager and the Finance Director as the designated authorities for execution of the grant and loan documents associated with the Rt. 202A Water Main Extension Project.

2. City Council Resolution for the supplemental appropriation of eight million, seven hundred and sixty-six thousand dollars (\$8,766,000.00) to the water fund project account 55016010-772000-19532. The funding sources as follows:

MTBE Grant	\$2,207,000
DW GWTF	\$3,800,000
DW GWTF Loan	\$1,293,000
Water Fund Borrowing	\$1,466,000

3. City Council Resolution to change the funding source of the FY2019 \$100,000 appropriation to Mtbe Grant funding.



Tri-City Mayors' Joint Task Force on Homelessness

Master Plan

Adopted by:  
Tri-City Mayors' Task Force on DATE  
City of Dover on DATE  
City of Rochester on DATE  
City of Somersworth on DATE

DRAFT

## Executive Summary

The purpose of the Tri-City Homeless Master Plan is to provide the Tri-City councils of Dover, Rochester, and Somersworth (and going forward, the surrounding communities of Strafford County) a starting point and road map to find resolutions to the growing and very real issue of homelessness in our community.

The Task Force was established in response to the emergency cold weather shelter in Rochester, NH in late December 2017 and early January 2018, as well as the increased demand for services and supports for the homeless population in Strafford County. The Mayors of Dover, Rochester and Somersworth jointly formed a Tri-City Task Force on Homelessness, first meeting on April 12, 2018, to work together to address the regional issues contributing to and stemming from homelessness. The goal of the commission was to recommend a plan for adoption by the Tri-City governing boards which would guide the region to address and reduce homelessness using a regional approach

Meeting monthly, the Task Force Studied varying approaches implemented in other areas of the state and the country to respond to homelessness, reviewed existing data and emergency plans, as well as learned about existing resources and gaps in the current delivery network. Meetings were attended by task force members, individuals experiencing homelessness, community members and other stakeholders. All meetings were posted on the Dover, Rochester and Somersworth city websites and were open to the public.

The Task Force understands that the issue is very complex and undefined. There are multiple factors and circumstances for which someone comes into homelessness, and the numbers are growing at an alarming rate. Data for the county shows that homelessness is growing in the region at a faster rate than NH coupled with a 1% vacancy for rentals and sky high housing market create additional challenges to reducing homelessness in the region.

The Task Force recommends seven key strategies as potential solutions to address homelessness in our region:

- Strategy #1- Create Seasonal Cold Weather Shelter
- Strategy #2- Create Affordable Housing
- Strategy #3- Increase Homeless Prevention and Rapid Rehousing Programs
- Strategy #4- Support Access to transportation
- Strategy #5- Enhance access to quality healthcare, mental health and education
- Strategy #6- Support efforts to decrease Substance Use Disorder and increase prevention
- Strategy #7- Engaging the Community to End Homelessness

Each strategy has a set of objectives, challenges to address, timeline and measurable outcomes. Although there is no one solution, we feel these strategies are the basis and a guidepost to determine next steps and layout a plan which is reasonable, yet effective.

The next steps after plan adoption will be to continue meeting as a region with smaller work groups to continue to plan for executing the strategies and deliverables. The Task Force has

resulted in agreement on the issues, the need for solutions, and the desire to work together as a Tri-City Force to effectively utilize existing agencies, businesses, and municipality resources so that we may maximize results and limit duplication of efforts and funding. This plan is the starting point.

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## 1. INTRODUCTION

In response to the emergency establishment of a cold weather shelter in Rochester, NH in late December 2017 and early January 2018 and increased demand for services and supports for the homeless population in Strafford County, the Mayors of Dover, Rochester and Somersworth jointly formed a Tri-City Task Force on Homelessness to work together to address the regional issues contributing to and stemming from homelessness.

The Mayors appointed representatives from social services, government, business, faith based organizations, and others to the commission. Each municipality had equal representation (four appointed members each). An additional representative was added to the Task Force on August 9, 2018 to provide direct voice to a member of the homeless community and represent the homeless perspectives on the commission. One representative from Rochester was replaced after she moved out of the region. Various social service providers, advocates, and citizens also attended meetings, contributed to the small work groups, and participated in public forums.

The original charge of the task force was to:

1. Identify and define aspects of homelessness to be addressed by regional action
2. Articulate appropriate benchmarks and metrics to measure success
3. Develop sustainable programs and proposals to achieve success by using the resources and skills of the task force's participants
4. Create and forward a Tri-City homelessness master plan to Dover, Rochester, and Somersworth City Councilors for approval

The goal of the commission was to recommend a plan for the Tri-City governing boards to adopt which would guide the region to address and/or eliminate homelessness using a regional approach.

## 2. TASK FORCE MEMBERS

<b><u>MAYORS</u></b>		
<b><u>Chairman</u></b>		<b><u>Vice Chair</u></b>
Jeremy Hutchinson	Mayor Caroline McCarley Mayor Karen Weston Mayor Dana Hilliard	Marcia Gasses
<b><u>Rochester Members</u></b>	<b><u>Dover Members</u></b>	<b><u>Somersworth Members</u></b>
Elizabeth Atwood Kila Downum Rev. Eliza Tweedy Jeremy Hutchinson	Phyllis Woods Betsey Andrews Parker Andrew Howard Marcia Gasses	Todd Marsh Laura Hogan Rick Michaud Dina Gagnon
<b>Alternate (Dover):</b> Lindsey Williams		<b>Homeless Liaison</b> Terra Stewart

### 3. METHODOLOGY

The Task Force met between April 12, 2018 and March 2019. It gathered data regarding the scope and impact of homelessness in the three cities as well as the county as a whole. It studied varying approaches implemented in other areas of the state and the country to respond to homelessness, reviewed the emergency plans from the municipalities for a declared weather emergency, and heard from area providers and various Strafford County leaders. All meetings were posted on the Dover, Rochester and Somersworth city websites and were open to the public.

In order to obtain input from across the region, the Task Force held public input sessions before and after each commission meeting. The plan was then presented to each of the three City Councils for their review and adoption.

### 4. WHY ARE PEOPLE HOMELESS IN THE TRI-CITY REGION?

The following data report has been reprinted with permission from the Community Action Partnership of Strafford County 2017 Community Needs Assessment. The full report can be found at [www.StraffordCAP.org](http://www.StraffordCAP.org).

#### Income

Income measured by the Census Bureau incorporates all sources of income; earnings from work, unemployment compensation, workers' compensation, Social Security, Supplemental Security Income, public assistance, veterans' payments, pensioner retirement income, educational assistance, alimony, child support, etc. "Median Income" is the level at which half of incomes are above, and half are below. This is different from the "average" or "mean" income. "Per capita" measures are for all persons, regardless of their household situation.

According to the American Community Survey for 2012/16, the median income of households in Strafford County was \$63,533. An estimated 9 percent of households had incomes below \$15,000 a year and 11 percent had incomes over \$150,000 or more. By all measures, incomes in Strafford County are greater than the nation as a whole, but lower than New Hampshire overall.

The median household income level in Strafford County of \$63,533 has increased greatly over the past 5 years, closing the gap on the New Hampshire median income level of \$68,485. It is important to note that income varies significantly by town within Strafford County. The wealthiest towns of Lee, Madbury, Strafford, New Durham, Barrington, and Durham show incomes of greater than \$70,000, and the least wealthy towns of Rochester and Farmington demonstrate incomes less than \$60,000. Significant changes over the past 5 years indicate a trend of increased median income overall: specifically the towns of Dover and Somersworth with incomes now exceeding \$60,000.

On average, residents within the *Head Start / Early Head Start* target area have a lower household income compared with the state and other areas of the county. The difference in available income has far-reaching consequences. *Head Start* families have to pay for housing, meals, and other living expenses with a mere fraction of the resources the average person in Strafford County or New Hampshire does. They need to stretch each dollar as far as it can go,

and most certainly require community assistance just to acquire sufficient food, housing, and childcare. The last study of basic needs budget and livable wages in New Hampshire found basic needs family budgets ranged from two- to three-and-a-half times the federal poverty line.

### Poverty

In 2012-2016, 10.1 percent of people living in Strafford County were in poverty. An estimated 10 percent of related children under 18-years old were below the poverty level, compared with 6 percent of people 65-years old and over.

#### *How poverty is measured*

The Census Bureau uses poverty ‘thresholds’ to estimate the number of families or individuals living in poverty. If a family’s or individual’s income is below the threshold, they are considered to be living in poverty. Thresholds vary based on the size of a family and the age of family members, and thresholds are the same throughout the country. There is no reflection of the differences in cost of living in different parts of the country. Thresholds are revised every year based upon changes in the Consumer Price Index. The thresholds reflect needs, but are intended for use as a statistical ‘yardstick’ rather than as a complete description of the monetary amount people need to live. Many government aid programs use a different poverty measure. For example, CAPSC’s federal programs such as Head Start, Early Head Start, Low Income Heating Energy Assistance Program (LiHEAP) and weatherization use up to 200% of the federal poverty threshold for program qualification. For example, a family of four would qualify for LiHEAP if the total household income were \$49,200 or less.

*Table 1 : Poverty Thresholds in the United States, 2016*

Size of Family Unit	Average Poverty Threshold
One person (unrelated individual)	\$ 12,228
Under 65 years	\$ 12,486
65 years and over	\$ 11,511
Two people	
Household under 65 years	\$ 16,151
Household 65 years and over	\$ 14,522
Three people	\$ 19,105
Four people	\$ 24,563
Five people	\$ 29,111
Six people	\$ 32,928
Seven people	\$ 37,458

Source: U.S. Census Bureau 2016

### Poverty Rate

Table 14 shows the total population estimates for all persons in poverty for Strafford

County. According to the American Community Survey 5-year estimates, an average of 10.1 percent of persons in Strafford County lived in a state of poverty during the 2011 - 2016 period. The poverty rate for all persons living in Strafford County is less than the national average of 15.1 percent.

*Table 2: Poverty Status by Age Group over the Past 12-Months, 2016*

Geographic Area	All Ages		Under Age 5		Age 5-17	
	Number of Persons	Poverty Rate	Number of Persons	Poverty Rate	Number of Persons	Poverty Rate
Strafford County	11,878	10.1%	835	13.1%	1,768	10.0%
United States	46,932,225	15.1%	4,614,933	23.6%	10,720,850	20.3%

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates.

*Table 3: Poverty Rate 2012 - 2016*

Geographic Area	Poverty Rate for All Persons		
	Total Population	In Poverty	Poverty Rate
Strafford County	117,181	11,875	10.1%
New Hampshire	1,285,437	109,690	8.5%
United States	310,629,645	46,932,225	15.1%

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates.

### **Poverty Rate Change, 2012 - 2016**

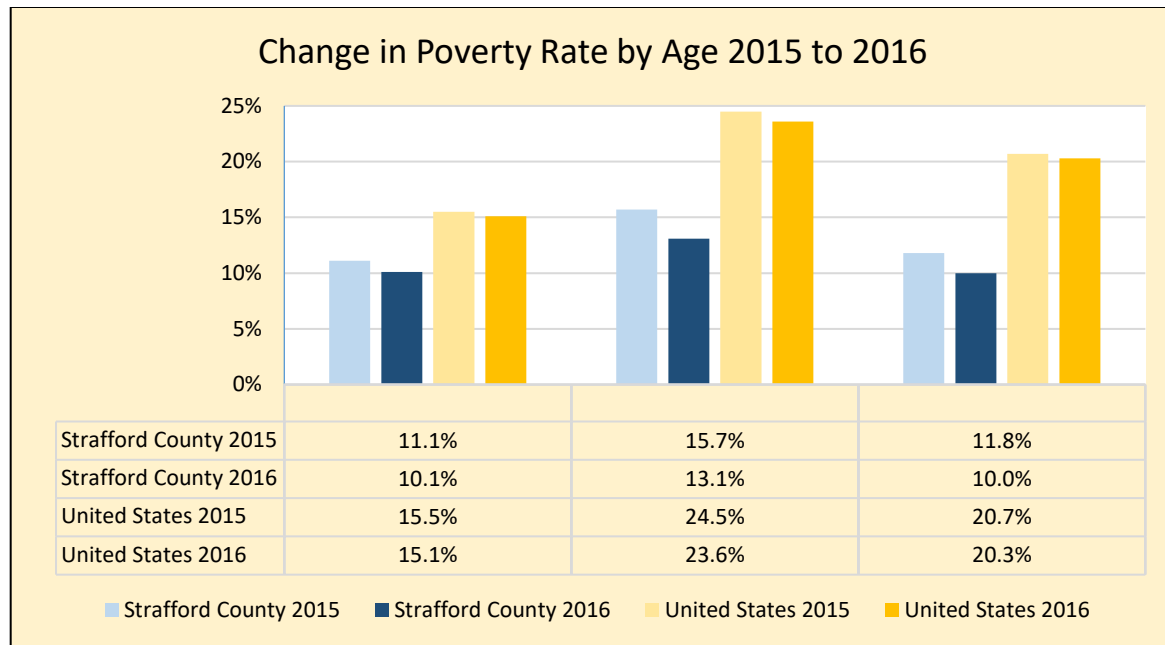
Poverty rate change in Strafford County from 2012 to 2016 is shown in Table 16. According to the U.S. Census, the poverty rate for area decreased by 1.1%, compared to a national decrease of only 0.2%.

*Table 4: Change in Poverty Rate 2012-2016*

Geographic Area	Persons in Poverty, 2012	Poverty Rate, 2012	Persons in Poverty, 2016	Poverty Rate, 2016	Change in Poverty Rate, 2012 - 2016
Strafford County	12,986	11.2%	11,875	10.1%	-1.1%
United States	44,852,527	14.9%	46,932,225	15.1%	-.02%

Source: U.S. Census Bureau, 2012-2016 and 2008-2012 American Community Survey 5-Year Estimates.





Source:

*U.S. Census Bureau, 2012-2016 and 2011-2015 American Community Survey 5-Year Estimates.*

### Households in Poverty:

Table 17 shows the number and percentage of households in poverty in Strafford County. In 2016, it is estimated that there were 4,958 households, or 10.4 percent, living in poverty within Strafford County.

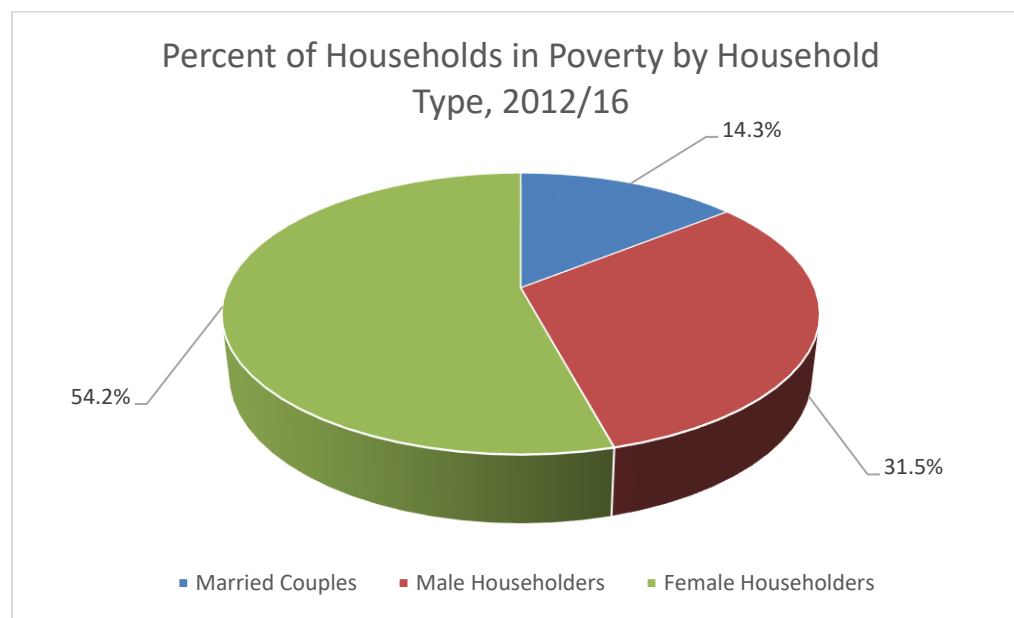
*Table 5 Households in Poverty, 2012/16*

Geographic Area	Total Households	Households in Poverty	% Households in Poverty
Strafford County	47,779	4,958	10.4%
New Hampshire	521,373	44,054	8.4%
United States	117,716,237	16,652,240	14.1%

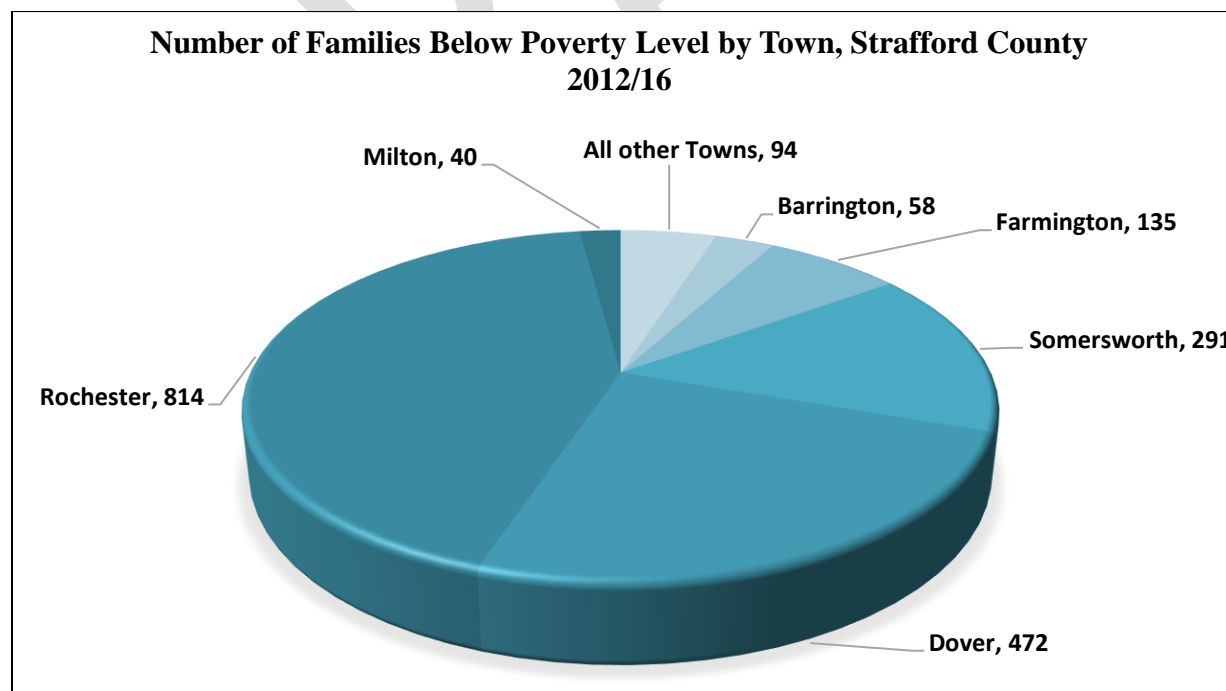
*Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimate.*

### Household Poverty Rate by Household Type:

The graphs below demonstrate the percentage of households in poverty by household type in Strafford County. Of the households in poverty, female-headed households represented 54.2 percent of all households in poverty compared to 31.5 and 14.3 percent of households headed by males and married couples respectively.



Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimate.



Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimate.

**Child (0-4) Poverty Rate (ACS):**

Table 18 shows the population and poverty estimates for children under five years of age for the county. According to the American Community Survey 5-Year data, an average of 13.1 percent of children under five years of age lived in a state of poverty in Strafford County during 2016. The poverty rate for children under five years of age living in Strafford County is less than half the national average of 23.6 percent.

*Table 6: Child (0-4) Poverty Rate, 2012/16*

Geographic Area	Children, Ages 0 - 4 years		
	Total Population	In Poverty	Poverty Rate
Strafford County	6,350		13.1%
New Hampshire	63,727	8,333	13.1%
United States	19,554,400	4,614,933	23.6%

*Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimate.*

**Child (5-17) Poverty Rate (ACS):**

Table 19 shows the population and poverty estimates for children aged five to seventeen for the county. According to the American Community Survey 5-year data, an average of 10 percent of children aged five to seventeen lived in a state of poverty during the 2016 calendar year. The poverty rate for children age five to seventeen living in Strafford County is less than half the national average of 20.3 percent.

*Table 7 Child (5-17) Poverty Rate, 2012/16*

Geographic Area	Children, Ages 5 - 17 years		
	Total Population	In Poverty	Poverty Rate
Strafford County	17,752	1,768	10.0%
New Hampshire	198,713	20,496	10.3%
United States	52,901,696	10,720,850	20.3%

*Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimate*

**Child (0-17) Poverty Rate (ACS):**

Table 20 shows the population and poverty estimates for children in Strafford County. According to the American Community Survey 5 year data, an average of 10.8 percent of children lived in a state of poverty during the 2016 calendar year. The poverty rate for children living in Strafford County is less than the national average of 21.2 percent.

*Table 8 Child (0-17) Poverty Rate, 2012/16*

Geographic Area	Children, Ages 0 - 17 years		
	Total Population	In Poverty	Poverty Rate
Strafford County	24,102	2,603	10.8%
New Hampshire	262,440	28,829	11.0%
United States	72,456,096	15,335,783	21.2%

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimate

### Seniors in Poverty

Poverty rates for seniors (persons age 65 and over) are shown in Table 22. According to American Community Survey estimates, there were 970 seniors, or 5.8 percent, living in poverty within Strafford County.

*Table 9: Seniors in Poverty, 2012/16*

Geographic Area	Seniors	Seniors in Poverty	Senior Poverty Rate
Strafford County	16,641	970	5.8%
New Hampshire	202,174	11,352	5.6%
United States	44,874,586	4,195,427	9.3%

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates

### Employment

According to New Hampshire's Labor Market Report, 2017<sup>i</sup>, "the unemployment rate has been below 3.0 percent for an extended period of time (18-months). This has raised concerns among businesses regarding where they will find additional workers. The low unemployment rate is a reversal of the labor market trend from a couple of years ago, where there were many unemployed persons and few openings available".

### Current Unemployment

In November 2017, there were an estimated 1,600 unemployed residents in Strafford County, or 2.2% of the workforce. We know from our direct work in the adult dislocated worker program and workplace success, that adults are staying unemployed longer and having a harder time finding meaningful employment with wages and benefits. Several manufacturing companies have moved into the county, bringing jobs and opportunities for the region.

## Housing and Homelessness

Strafford County residents have lower home-ownership rates than other New Hampshire Counties and pay a higher percentage of their income in rent. They are more likely to have moved in the past year, and depend more heavily on the higher-cost home heating sources of oil and electricity.

These factors are frequently cited by service providers as causes of family homelessness. Housing and homelessness were identified by service providers as one of the county's greatest concerns, and the numbers of people experiencing homelessness, as shown below, consistently exceed the available shelter space in the region.

There is a significantly higher percentage of mobile homes in Strafford County than the rest of the state as well. Nearly 20% of the housing units in Rochester and Farmington are mobile homes, while only 0.2% of Rollinsford's and 0.2% of Durham's housing units are mobile homes. There is also a higher concentration of low-income residents in mobile home parks.

### Homeowners and Housing Types

In 2012-2016, Strafford County had approximately 47,800 occupied housing units, of which 65 percent were owner occupied. An estimated 13.5 percent of households (owner and renter occupied) had moved in since 2015.

*Table 10 Selected Housing Data, 2012/16*

Geographic Area	% of Housing Units		
	Owner - Occupied	2+ units/structure	Mobile Homes
Strafford County	68.4%	30.6%	9.8%
New Hampshire	74.0%	25.3%	5.8%
United States	65.1%	26.1%	6.3%

*Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimate*

### Vacancy Rates

The U.S. Postal Service provided information quarterly to the U.S. Department of Housing and Urban Development on addresses identified as vacant in the previous quarter. Residential and business vacancy rates for Strafford County in the third quarter of 2016 are reported in Table 33. In the third quarter of 2016, a total of 619 residential addresses were identified as vacant in Strafford County, a vacancy rate of less than 1 percent. 323 business addresses were also reported as vacant, a rate of 6.4 percent.

*Table 11 USPS Address Vacancies, 3d Quarter, 2016*

Geographic Area	Residential Addresses	Vacant Residential Addresses	Residential Vacancy Rate	Business Addresses	Vacant Business Addresses	Business Vacancy Rate
Strafford County	71,235	619	0.9%	5,065	323	6.4%
New Hampshire	637,702	6,430	1.0%	71,286	3,283	4.6%
United States	146,832,025	3,825,190	2.6%	13,835,679	1,232,945	8.9%

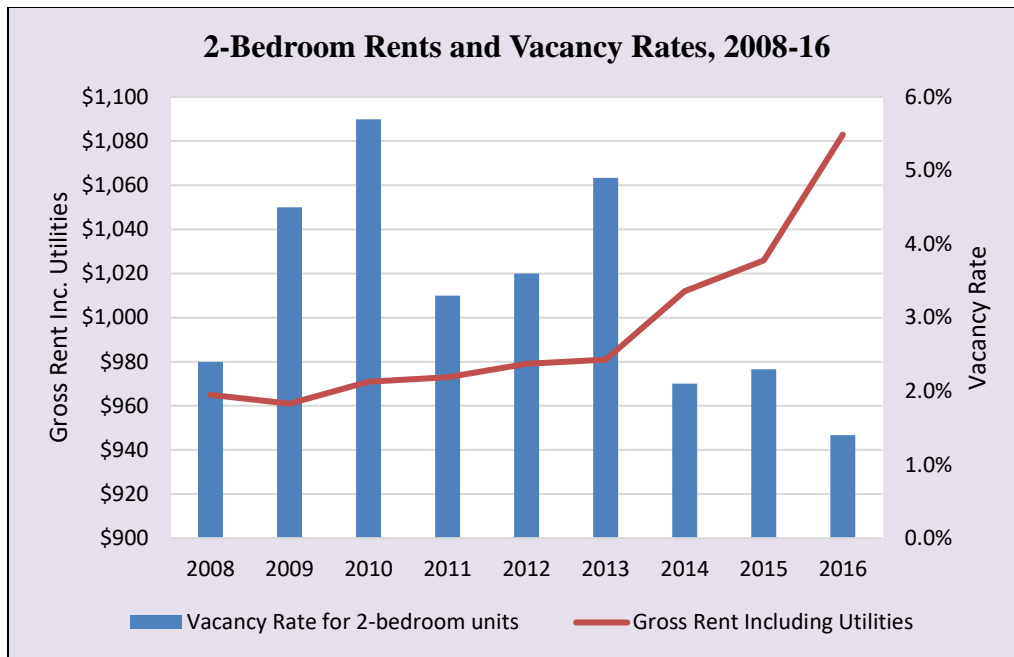
*Source: U.S. Department of Housing and Urban Development Aggregated USPS Administrative Data on Address Vacancies, Third Quarter, 2016.*

### **Housing Affordability**

An estimated 34 percent of homeowners with mortgages, 21 percent of owners without mortgages, and 49 percent of renters in Strafford County spent 30 percent or more of household income on housing. The median monthly housing costs for mortgaged homeowners was \$1,816 and \$1,083 for a 2-bedroom apartment.

The New Hampshire Housing Finance Authority (NHHFA)<sup>ii</sup> considers “Affordable Gross Rent” to be 30% of a household’s income. Based upon the median income of renting households in Strafford County, the ideal affordable median gross rent would be \$871. Unfortunately, for low-income households, most rental units are priced well above that level especially in the surrounding areas of Dover. Rents in Strafford County are at an all-time high, increasing 5.5 percent from 2015 alone with vacancy rates at an all-time low of 1.4 percent. By NHHFA’s calculations, less than 3% of the housing units in the county are priced below an affordable rent compared to 14% in other parts of New Hampshire.

The following graph demonstrates the climbing gross rent and decreased availability of 2-bedroom units in Strafford County.



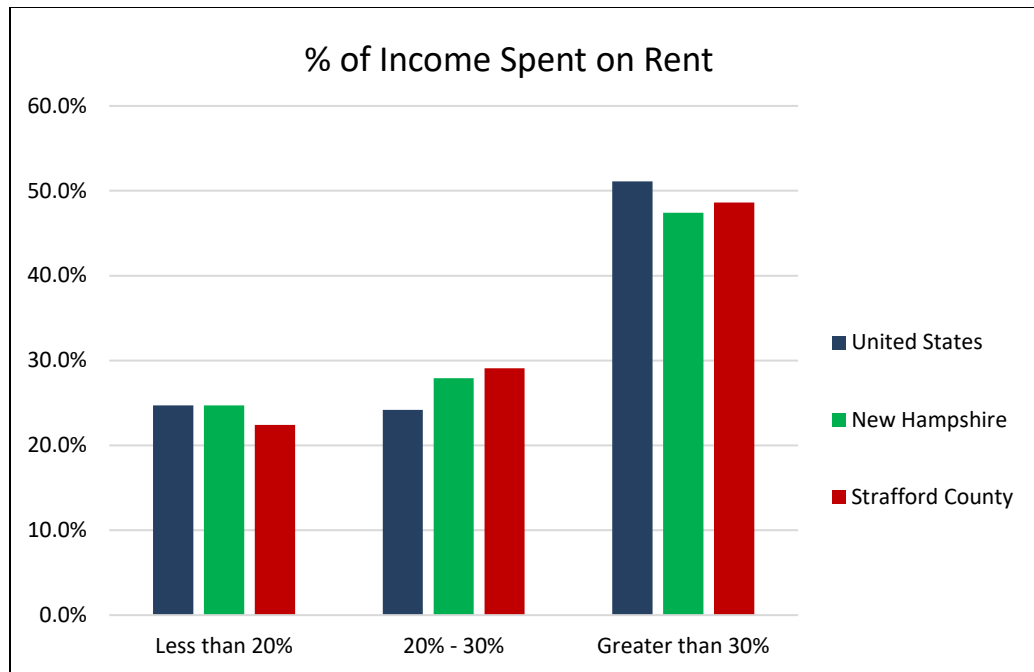
Source: NH Housing Finance Authority Rental Cost Survey 2016

In Strafford County, between 2012 and 2016 there was an 8.5 percent increase in median household income (\$58,538 to \$63,533). During the same period, Strafford County saw a 10.6 percent increase in median rent for a 2-bedroom unit (\$979 to \$1,083 per month). As Table 34 below demonstrates, the gap between affordable gross rent and the median gross rent for a 2-bedroom unit in Strafford County is significant, with only 3 percent below the affordable rent range.

*Table 12 Rental Affordability for Median Household Incomes, 2016*

Geographic Area	Median Income of Renter Households (est.)	Affordable Gross Rent based on Median Income	Median 2 BR Gross Rent	% of 2 BR Apartments priced Below Affordable Rent
Strafford County	\$ 34,857	\$ 871	\$ 1,083	3.0%
New Hampshire	\$ 37,949	\$ 949	\$ 1,157	14.0%

Source: NH Housing Finance Authority, Rental Cost Survey 2016



Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimate

### Public / Subsidized Housing

Strafford County has multiple housing assistance programs for individuals meeting income eligibility requirements. Dover, Rochester, and Somersworth each have a Housing Authority program that operates Section 8 Housing Choice Vouchers and affordable housing and public housing programs within Strafford County (NH Housing Finance Authority, 2018). There are significant waiting lists for these programs (one to three years). In addition, multiple property management companies manage affordable housing units within the towns of Dover, Farmington, Rollinsford, Rochester and Somersworth.

*Table 13: Total HUD-Assisted Housing Units, 2016*

Demographic Area	Total Housing Units (2010)	Total HUD-Assisted Housing Units	HUD-Assisted Units, Rate per 10,000 Housing Units
Strafford County, NH	51,697	2,722	526.53
New Hampshire	614,754	21,355	347.37
United States	133,341,676	5,005,789	375.41

HUD-Assisted Units, Rate per 10,000 Housing Units



■ Strafford County, NH (526.53)  
■ New Hampshire (347.37)  
■ United States (375.41)

Source: US Department of Housing and Urban Development, 2016. Source geography: County



## Homelessness

According to the 2017 State of Homelessness in New Hampshire report<sup>iii</sup>, the reported number of overall homeless individuals increased by 66.7% between 2016 and 2017. Strafford County saw a 28% increase in the number of adults in shelters from 2016 to 2017 but a 20% decrease in children in shelters.

*Table 14: Strafford County Residents Served by Regional Homeless Shelters, 2017*

Shelter	Adults	Children
My Friend's Place, Dover	111	26
Homeless Center, Rochester	73	59
Cross Roads House, Portsmouth	156	34
<b>Total</b>	<b>340</b>	<b>119</b>

*Source: Shelter reporting*

For purposes of the federal Point-in-Time Count, The NH Coalition to End Homelessness defines people experiencing homelessness in one of two distinct categories: those who are living in temporary shelters, such as emergency shelters or transitional housing, and those who are living unsheltered, such as in a tent, a car, or somewhere else not meant for human habitation. People experiencing unsheltered homelessness often have higher mortality rates due to exposure to hazardous environments and less access to preventative healthcare.

*Table 15: Point-In-Time Count of Homeless Persons in Strafford County, Jan. 25, 2017*

	Individuals	Families	Family Members
Sheltered	36	12	36
Unsheltered	30	4	8
Doubled Up	21	8	17
<b>Total</b>	<b>87</b>	<b>24</b>	<b>61</b>

*Source: New Hampshire Department of Health and Human Services, Bureau of Homeless and Housing Services, 2017*

*Table 16: Students Identified as Homeless in Selected School Districts, SY 2016/2017*

<b>District</b>	<b># Homeless</b>	<b>% of Total</b>
Barrington	30	7.26%
Cocheco Arts and Technology	0	0.00%
Dover	108	26.15%
Farmington	44	10.65%
Milton	16	3.87%
Rochester	158	38.26%
Rollinsford	0	0.00%
Seacoast Charter	0	0
Somersworth	57	13.80%
Strafford	0	0.00%
<i>Total</i>	<i>413</i>	<i>100.00%</i>

*Source: New Hampshire Department of Education*

Reporting of this data has historically been by type of homeless (doubling up, hotel/motel, shelter, etc.) but the data is not available from the NH Department of Education for the most recent year as of this publication due to the size of the data pool. The low numbers could lead to identification of students, therefore numbers are reported here in total to protect identifies.

## 5. COSTS TO THE COMMUNITY

The direct and indirect financial costs of sheltered and unsheltered homeless to the Tri-City Region is both measurable and immeasurable, including, but not limited to social services, police, fire, schools, health care, economic development and the local economy.

Maximizing homeless prevention, minimizing duration of homelessness and providing appropriate shelter options when it occurs is cost effective, as targeted investment funding will largely be offset by longer term savings.

“When people have a place to live, they become better parents, better workers, better citizens” – Matthew Desmond, *Evicted*, 2016.

Avoided costs example – “A program that ran from 2005 to 2008 in the South Bronx provided more than 1,300 families with legal assistance and prevented eviction in 86 percent of cases. It cost around \$450,000, but saved New York City more than \$700,000 in estimated shelter costs alone.” (from p 304-305 in *Evicted* by Matthew Desmond, 2016).

For context, in 2008, “federal expenditures for direct housing assistance totaled less than \$40.2 billion, but homeowner tax benefits exceeded \$171 billion.” (from p 312 in *Evicted* by Matthew Desmond, 2016).

## 6. STRATEGIES

The Tri-City Mayors’ Task Force on Homelessness has developed seven strategies to help the region begin the implementation process to eliminate homelessness. The following strategies outline the actions recommended, the timeline, the issues addressed, collaboration, and possible funding.

Strategy #1- Create Seasonal Cold Weather Shelter

Strategy #2- Create Affordable Housing

Strategy #3- Increase Homeless Prevention, Rapid Rehousing, and Supportive Housing Programs

Strategy #4- Support Access to transportation

Strategy #5- Enhance access to quality healthcare, mental health and education

Strategy #6- Support efforts to decrease Substance Use Disorder and increase prevention

Strategy #7- Engage the Community to End Homelessness

**Strategy #1 – Create Seasonal Cold Weather Shelter**

<b>Narrative:</b> Temporary seasonal winter shelters are a starting point to transition the homeless to permanent shelters with additional resources, transitional housing, and then finally to permanent housing. Emergency shelters provide individuals, families, and youth with a safe place to stay in the winter months, allow social service agencies time to connect individuals with services, meet municipality’s legal obligations and create long term strategies for permanent housing placement.			
<b>Recommended Actions</b>	<b>Tentative Starting Implementation Timeline*</b>	<b>Challenge to Implementation</b>	<b>Success Measurement*</b>
1. Clarify the definition of a “warming center” verses shelter	Immediate	<ul style="list-style-type: none"> <li>• Lack of a unified definition</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Formal and consistent communication to area agencies, government leaders, media</li> </ul>
2. Communicate strategy to opening warming centers	Immediate	<ul style="list-style-type: none"> <li>• Each municipality may have different strategy</li> </ul>	<ul style="list-style-type: none"> <li>• Formal and consistent communication to area agencies, government leaders, media</li> </ul>
3. Determine the climate/weather/conditions required to open warming centers and temporary emergency winter shelters	Immediate	<ul style="list-style-type: none"> <li>• Not a consistent threshold or agreement across municipalities</li> </ul>	<ul style="list-style-type: none"> <li>• Agreement by the three municipalities on the climate/weather/conditions to open</li> </ul>
4. Fund seasonal winter shelters	FY 20 budget adoption	<ul style="list-style-type: none"> <li>• Limited funding</li> <li>• Multiple requests from various agencies, including existing shelters</li> <li>• Resource reallocation</li> <li>• Site control/zoning</li> <li>• funding</li> <li>• experienced operator</li> </ul>	<ul style="list-style-type: none"> <li>• Allocation/reallocation of funding to seasonal winter shelter</li> <li>• Sufficient additional bed capacity available during the winter for shelter</li> <li>• Identify and reduce barriers to zoning.</li> </ul>

<i>Strategy #1 cont'd</i>		community support/volunteers <ul style="list-style-type: none"> <li>• limited space</li> <li>• Not enough time to make operational until winter 2019</li> <li>• Additional funding without reducing funding to existing moderate and lower barrier shelters.</li> </ul>	
<b><i>Challenges being addressed</i></b>			
<ul style="list-style-type: none"> <li>• Limited bed space at established shelters</li> </ul>			
<ul style="list-style-type: none"> <li>• Need for safe, cold weather shelter with low barrier for entry</li> </ul>			
<ul style="list-style-type: none"> <li>• Creating a diversion from sleeping in the street, City-owned land, and other places not meant for human habitation</li> </ul>			
<b><i>Possible Collaborating Entities</i></b>		<b><i>Possible Funding Sources</i></b>	
Municipal EMD, Inspection Services, Planning boards and city councils		Municipal	
Social service agencies		County	
Faith based		Foundation	
		Donations	
		Grants	
		Faith Communities	
		Business Community	

**Strategy #2- Create Affordable Housing for all**

<b>Narrative:</b> Increase the availability and accessibility of affordable, safe/stable housing through a combination of land use policy changes, subsidies for permanent and transitional housing development and other approaches.			
<b>Recommended Actions by Priority</b>	<b>Tentative Starting Implementation Timeline*</b>	<b>Challenge to Implementation</b>	<b>Success Measurement*</b>
1. Commit to review barriers and opportunities in zoning and planning	Summer/Fall 2019	<ul style="list-style-type: none"> <li>Existing ordinances</li> <li>Community perception</li> <li>Legal restrictions/requirements</li> <li>Green space vs housing space</li> </ul>	<ul style="list-style-type: none"> <li>Density review</li> <li>Parking review</li> <li>Multi-use</li> </ul>
2. Conduct Regional Planning	Summer/Fall 2019	<ul style="list-style-type: none"> <li>Single municipal approach vs a collaborative communication Tri-City Regional approach</li> <li>Need to engage planning, welfare and conservation</li> <li>Securing joint municipal funding for agreed housing initiatives</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing agenda item on municipal agenda</li> <li>Engage Strafford Regional Planning Commission</li> <li>Engage workforce housing coalition</li> <li>Survey community perceptions and invite input</li> <li>Annual Joint board meetings of board related to land-use</li> <li>Consideration of access to green space (health) and hazard resilience (safety) in design of affordable housing</li> </ul>
3. Make investments in Affordable Housing	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Engage landlords and developers</li> <li>Coordinate funding for a coordinated system</li> <li>Partner with Homes for All to adapt and implement possible property tax credit program designed to incentivize landlords to keep units under market rate, accept tenants holding</li> </ul>

<i>Strategy #2 cont'd</i>			Housing Choice Vouchers, and/or work with local shelters to move those experiencing homelessness into permanent housing
4. Identify opportunities for mixed income/affordable housing	Ongoing	<ul style="list-style-type: none"> <li>Private developers need incentives to include affordable housing</li> <li>NIMBY ("Not in my backyard") concerns from public</li> </ul>	<ul style="list-style-type: none"> <li>Density bonuses for including affordable units in multi-unit housing developments</li> <li>Incentives for including affordable units in multi-unit housing developments</li> <li>Explore affordable unit percentage requirements for multi-unit housing developments</li> </ul>
<b><i>Challenges being addressed:</i></b>			
<ul style="list-style-type: none"> <li>Lack of affordable housing contributes to homelessness across all walks of life and reduces ability to escape poverty and homelessness.</li> </ul>			
<ul style="list-style-type: none"> <li>Lack of affordable housing limits options for an aging population, resulting in eviction or foreclosure for some and also prevents younger populations from staying in New Hampshire or moving here, further limiting economic growth.</li> </ul>			
<ul style="list-style-type: none"> <li>Affordable housing is both a solution to existing homelessness and a form of prevention to avoid those at risk of losing their housing.</li> </ul>			
<ul style="list-style-type: none"> <li>In addition, we need to be prepared for the future, thinking about climate change and hazard resilience. We need to be sure that we're not looking to build affordable housing in marginal lands that are going to be at most risk for extreme events in the future. We also need to be looking at where existing housing is and whether or not our lowest income communities are already vulnerable in their current states.</li> </ul>			
<b><i>Possible Collaborating Entities</i></b>		<b><i>Possible Funding Sources</i></b>	
Workforce Housing Coalition		HUD/other federal grants	
SRPC		State and/or local CDBG funds	
Coastal Risks and Hazards Commission		Municipal funds	
Planning Boards		Private foundation funds (may require non-profit partner as applicant)	
NH Department of Health and Human Services, Bureau of Elderly and Adult Services and the NH State Plan on Aging Planning Committee		Faith Communities	
Community Development staff		Business Community	
The Housing Partnership			

<i>Strategy #2 Cont'd</i>	
Community Action Partnership of Strafford County	
Homeless Coalition of the Greater Seacoast	
NH Listens / Rochester Listens	



***Strategy #3- Increase Homeless Prevention, Rapid Rehousing, and Supportive Housing Programs***

<b>Narrative:</b> Helping households maintain their housing is less costly and more effective than helping households obtain housing after they become homeless. Reducing homelessness requires effective strategies to decrease the number of families and individuals who lose their housing and become homeless.			
<b>Recommended Actions by Priority</b>	<b>Tentative Starting Implementation Timeline*</b>	<b>Challenge to Implementation</b>	<b>Success Measurement*</b>
1. Prevent evictions by expanding short-term rental assistance for person(s) on a fixed income	Immediate	<ul style="list-style-type: none"> <li>Funding</li> </ul>	<ul style="list-style-type: none"> <li>Reduced number of evictions</li> </ul>
2. Endorse and promote landlord education for eviction prevention	Immediate and Ongoing	<ul style="list-style-type: none"> <li>Assists landlords with identifying red flags earlier</li> <li>Provides landlords with information on available resources</li> </ul>	<ul style="list-style-type: none"> <li>Earlier interventions to reduce evictions</li> <li>Landlords feel supported, empowered and confident</li> <li>Nonprofit outreach to landlords and clients</li> <li>Reduced stigma/biases regarding housing assistance</li> </ul>
3. Support a centralized navigation to assistance eviction prevention system for both landlords and at risk tenants	Ongoing	<ul style="list-style-type: none"> <li>Providing landlords and at-risk tenants a clear way to access supports and services to prevent evictions</li> </ul>	<ul style="list-style-type: none"> <li>Access to centralized system</li> <li>Reduced number of evictions</li> </ul>
4. Expand long-term case managed rental subsidy programs for individuals on a	Immediate and Ongoing	<ul style="list-style-type: none"> <li>Finding willing landlords</li> <li>Tight housing market/low vacancy</li> </ul>	<ul style="list-style-type: none"> <li>Reduced evictions</li> <li>Increased landlord participation</li> </ul>

<i>Strategy #3 cont'd</i> path to gainful employment		<ul style="list-style-type: none"> <li>• Clients with no referrals/bad referrals</li> </ul>	
5. Expand an array of homeless prevention services.		<ul style="list-style-type: none"> <li>• Funding</li> <li>• Individual and family circumstances</li> </ul>	<ul style="list-style-type: none"> <li>• Reduced number of people in shelters</li> <li>• Reduced evictions</li> <li>• Expand the residential utility assistance and security deposit programs to cover individuals and families that fall into the gap for services.</li> </ul>
6. Promote criminal record “clearing clinic” and expungements to reduce barriers for housing		<ul style="list-style-type: none"> <li>• Costs to clear records</li> <li>• Finding affordable attorneys</li> <li>• Funding or pro bono</li> </ul>	<ul style="list-style-type: none"> <li>• Number of records cleared</li> <li>• Number of housing obtained</li> <li>• Number jobs obtained</li> </ul>
7. Financial record clearing		<ul style="list-style-type: none"> <li>• Costs to clear records</li> <li>• Finding affordable legal representation</li> <li>• Funding or pro bono</li> </ul>	<ul style="list-style-type: none"> <li>• Number of records cleared</li> <li>• Number of housing obtained</li> <li>• Number jobs obtained</li> </ul>
8. Review of Regulations involved in eviction proceedings		<ul style="list-style-type: none"> <li>• Municipal code challenges</li> <li>• State Codes</li> <li>• School Procedures</li> </ul>	<ul style="list-style-type: none"> <li>• Reduced evictions</li> </ul>
9. Increased awareness of and access to legal aid for low-income families		<ul style="list-style-type: none"> <li>• Costs to increase awareness</li> <li>• Affordable legal representation</li> </ul>	<ul style="list-style-type: none"> <li>• Reduced evictions</li> </ul>
10. Expand Weatherization of and energy efficiency programs affordable housing		<ul style="list-style-type: none"> <li>• Costs of weatherization</li> <li>• CDBG Funding availability</li> </ul>	<ul style="list-style-type: none"> <li>• Utility cost saving</li> <li>• Reduced displacement due to housing condition</li> <li>• Reduced energy costs</li> </ul>

Strategy #3cont'd to decrease energy costs			
11. Support local welfare, including local access, case management and flexible decision making to reduce eviction and homelessness	Immediate	<ul style="list-style-type: none"> <li>• Municipal officials understanding of local welfare laws, including humanitarian purpose</li> <li>• Potential initial increased costs</li> </ul>	<ul style="list-style-type: none"> <li>• Reduced evictions</li> <li>• Maximum self sufficiency</li> <li>• Local and operation hours accessibility.</li> </ul>
<b>Challenges being addressed</b>			
<ul style="list-style-type: none"> <li>• Stabilize households prior to them becoming homeless</li> </ul>			
<ul style="list-style-type: none"> <li>• Promote individuals in becoming self-sufficient</li> </ul>			
<ul style="list-style-type: none"> <li>• Reduce evictions for those unable to sustain a rent increase</li> </ul>			
<ul style="list-style-type: none"> <li>• Landlords do not have information on resources available to assist tenants who might be in challenging situations (e.g. starting to get behind in rent) Educational resources might help with warning signs, red flags where landlord might encourage tenant to contact social services (i.e. one month rent is easier to support than dealing with three months back rent and/or eviction).</li> </ul>			
<b>Possible Collaborating Entities</b>		<b>Possible Funding Sources</b>	
Workforce Housing Coalition		NH Legal Assistance	
Developers		Federal Funding	
New Hampshire Legal Assistance (Housing Justice Program)		NH Housing Finance	
Seacoast Landlord Association		Faith Communities	
Gift of Warmth		Business Community	
Local Welfare			

*Strategy #4 – Support Access to transportation*

<b>Narrative: Providing transportation services to the homeless population, and to those at risk of becoming homeless, is critical for access to healthcare, supportive services and employment.</b>			
<b>Recommended Actions by Priority</b>	<b>Tentative Starting Implementation Timeline*</b>	<b>Challenge to Implementation</b>	<b>Success Measurement*</b>
1. Create database of current providers of transportation to the homeless population and those at risk of homelessness to identify and resolve gaps and overlap in service	Fall 2019	<ul style="list-style-type: none"> <li>Identifying all potential providers and their types &amp; times of service</li> <li>Funding to develop and maintain database</li> <li>Identifying gaps in service (time &amp; type) that “need” to be filled</li> <li>Funding to pay for services that will cover the gaps</li> <li>Identifying all potential vehicles and their availability for use</li> <li>Liability of use</li> </ul>	<ul style="list-style-type: none"> <li>Completed database of providers</li> <li>Identification of gaps and overlap</li> <li>Expanded coverage for identified gaps</li> <li>Elimination of redundant services</li> <li>Complete database of available fleet</li> <li>Complete database of user infrastructure such as bus stops, sidewalks, etc.</li> </ul>
2. Connect the homeless to available programs such (e.g. Medicaid, VA, Shelters, etc.) for access to qualifying transportation services	Immediate and Ongoing	<ul style="list-style-type: none"> <li>Identifying eligible users</li> <li>Gathering and processing required info to achieve user eligibility</li> <li>Identifying programs that provide transport service specific/certain populations</li> </ul>	<ul style="list-style-type: none"> <li>Increased number of individuals connected to federal and state programs that can offer transportation services to those individuals.</li> </ul>
3. Communicate available resources and database of available transportation to the	July 2019	<ul style="list-style-type: none"> <li>Identifying all potential providers and their types &amp; times of service</li> <li>Funding to develop and maintain database</li> </ul>	<ul style="list-style-type: none"> <li>Completed database of providers</li> <li>Identification of gaps and overlap</li> <li>Expanded coverage for identified gaps</li> </ul>

<i>Strategy #4 cont'd</i> homeless population and those at risk of homelessness		<ul style="list-style-type: none"> <li>Identifying gaps in service (time &amp; type) that need to be filled</li> <li>Funding to pay for services that will cover the gaps</li> <li><i>Advertising....</i></li> </ul>	<ul style="list-style-type: none"> <li>Elimination of redundant services</li> </ul>
4. Identify impediments (liability, funding, etc.) to the development of transportation services to the homeless and develop solutions	Fall 2019	<ul style="list-style-type: none"> <li>Gathering all relevant info from providers re restrictions/limitations of service</li> <li>Limitations of existing funding</li> </ul>	<ul style="list-style-type: none"> <li>Reduced impact from identified impediments</li> </ul>
5. Identify funding mechanisms that can support ongoing, and increased, service to homeless.	Fall 2019	<ul style="list-style-type: none"> <li>Time to research funding mechanisms</li> <li>Ability/time to seek/prepare requests for funding</li> </ul>	<ul style="list-style-type: none"> <li>Database of existing funding sources</li> <li>Identification of potential funding sources and opportunities to leverage funds</li> </ul>
6. Identify and modify land use practices that result in impediments to transportation to the homeless.	Ongoing	<ul style="list-style-type: none"> <li>Time to identify and evaluate local, county and state actions for their potential hindrance</li> </ul>	<ul style="list-style-type: none"> <li>Municipal actions (infrastructure, zoning, etc.) support reduction of identified impediments.</li> <li>Increase in engagement by private sector regarding support of transportation to homeless population.</li> </ul>
<b><i>Challenges being addressed</i></b>			
<ul style="list-style-type: none"> <li>Costs of services</li> </ul>			
<ul style="list-style-type: none"> <li>Financial support</li> </ul>			
<ul style="list-style-type: none"> <li>Coordination of services</li> </ul>			
<ul style="list-style-type: none"> <li>Land use practices, both public and private, that hinder access to transportation</li> </ul>			
<ul style="list-style-type: none"> <li>Availability of transportation 24/7/365</li> </ul>			
<ul style="list-style-type: none"> <li>Reaching homeless population to determine eligibility for services</li> </ul>			
<ul style="list-style-type: none"> <li>Governmental and private sector actions that fail to promote access to transportation services</li> </ul>			

<i>Strategy #4 cont'd</i>	
<b><i>Possible Collaborating Entities</i></b>	<b><i>Possible Funding Sources</i></b>
COAST	Federal Programs
Municipalities	State Programs
County	Municipal Funding
Strafford Regional Planning Commission	CDBG (Community Development Block Grant)
VA	Alliance for Community Transportation (?)
DHHS/CTS	Private Donations
NHDOT	Healthcare Providers
Homeless Shelters	Faith Communities

**Strategy #5- Enhance access to quality healthcare, mental health and education**

<b>Narrative:</b> Collaborate with community agencies to improve the health and safety of the homeless.			
<b>Recommended Actions by Priority</b>	<b>Tentative Starting Implementation Timeline*</b>	<b>Challenge to Implementation</b>	<b>Success Measurement*</b>
1. Participate in Community Care Team (CCT) meetings to coordinate services among providers	ongoing	<ul style="list-style-type: none"> <li>Resource allocation of staff time</li> </ul>	<ul style="list-style-type: none"> <li>Increased number of participants at CCT</li> <li>Reduced homelessness</li> </ul>
2. Connect the homeless to Medicare/Medicaid, Social Security, Disability benefits, Affordable Care Act	Ongoing	<ul style="list-style-type: none"> <li>Access to paperwork required for program certification</li> <li>Transportation to appointments</li> <li>Access to computers/printers/copiers</li> </ul>	<ul style="list-style-type: none"> <li>Number individuals connected to services</li> <li>Reduced homelessness</li> </ul>
3. Work with social service providers to reduce barriers to healthcare, mental health and education services, including but not limited to re-zoning for service delivery, reduced rent/free space in unused municipal buildings, etc.	Immediate and Ongoing	<ul style="list-style-type: none"> <li>Zoning requirements differ in each city</li> <li>Services to be provided</li> <li>Support from elected officials, community and business leaders</li> </ul>	<ul style="list-style-type: none"> <li>Increase number of providers offering community-based services in partner locations</li> <li>Reduced homelessness</li> </ul>
4. Assist homeless with access to vital records, including providing a fee waiver for verified financial hardship housing situations	Immediate and ongoing	<ul style="list-style-type: none"> <li>Access to computers/printers/copiers</li> <li>Resource of time to help clients with accessing records</li> <li>Wait time on phone with state and federal agencies</li> <li>Loss of municipal revenue</li> </ul>	<ul style="list-style-type: none"> <li>Number agencies and welfare offering access to internet, copiers, etc.</li> <li>Eliminating fees for vital record for homeless and low-income residents</li> <li>Shortened length of homelessness</li> </ul>

<i>Strategy #5 Cont'd</i>		<ul style="list-style-type: none"> <li>• Clients must connect with a approved provider to verify hardship and need for fee waiver</li> <li>• Transportation to municipal offices/DMV</li> <li>• IT infrastructure at each city</li> <li>• Each municipality may not have capacity to implement</li> <li>• Budget</li> </ul>	<ul style="list-style-type: none"> <li>• Homeless prevention</li> <li>• Clients can access records offsite</li> </ul>
5. Increase numbers of case managers at social service agencies	July 2020	<ul style="list-style-type: none"> <li>• Workforce shortage</li> <li>• Funding does not allow for case management</li> <li>• Not enough funding/need to braid funding for positions</li> </ul>	<ul style="list-style-type: none"> <li>• Increased case managers in Tri-City area</li> <li>• Maximum self-sufficiency</li> <li>• Homeless prevention</li> <li>• Shortened length of homelessness</li> </ul>
6. Increase access to affordable and quality food resources for health benefits	Immediate and Ongoing	<ul style="list-style-type: none"> <li>• Cost of fresh food</li> <li>• Storage and preparation options</li> <li>• Ability to heat/cook fresh food</li> <li>• Food deserts, etc</li> <li>• Transportation</li> <li>• </li> </ul>	<ul style="list-style-type: none"> <li>• Development and Support of partnership with Seacoast Eat Local, food pantries, UNH Cooperative Extension and other related organization</li> <li>• Decreased Hunger</li> </ul>
7. Increase awareness of options available for public school lunch programs (all three cities are experiencing high rates of unpaid lunch balances and lower than past sign-ups for free/reduced lunch)	Fall 2019	<ul style="list-style-type: none"> <li>• Awareness of sign ups</li> <li>• Confusion over forms</li> <li>• Stigma of sign up</li> </ul>	<ul style="list-style-type: none"> <li>• Education and Access to free and reduced lunches (reduction in unpaid expenses, initial increase, then hopefully decrease in free/reduced sign ups).</li> <li>• To better identify and enroll families eligible for free/reduced lunch programs</li> </ul>
8. Assist homeless community members and advocates with safe camp maintenance	Immediate and Ongoing	<ul style="list-style-type: none"> <li>• Stigma</li> <li>• Zoning ordinances</li> <li>• Sharps containers</li> </ul>	<ul style="list-style-type: none"> <li>• Agencies/advocates permitted to use waste facilities for disposal</li> <li>• Medical waste disposal secured</li> </ul>



<i>Strategy #5 Cont'd</i>		<ul style="list-style-type: none"> <li>• Access to camps</li> <li>• Where to place garbage</li> </ul>	<ul style="list-style-type: none"> <li>• Agencies/Advocates not penalized for helping homeless camp sites</li> <li>• Reduced risk of injury at camp sites</li> </ul>
<b><i>Challenges being addressed</i></b>			
<ul style="list-style-type: none"> <li>• Educate and inform all individuals and families of services</li> </ul>			
<ul style="list-style-type: none"> <li>• Increase access to services in the community where people reside to eliminate transportation barriers</li> </ul>			
<ul style="list-style-type: none"> <li>• Increased collaboration among agencies at CCT</li> </ul>			
<ul style="list-style-type: none"> <li>• Eliminate barrier of cost for vital records</li> </ul>			
<b><i>Possible Collaborating Entities</i></b>		<b><i>Possible Funding Sources</i></b>	
Wentworth Douglas Hospital		Municipal funding- CIP for infrastructure improvements	
Frisbie Memorial Hospital		Federal grants	
Greater Seacoast Community Health Center (formally Avis Goodwin and Families First)		Department of Education	
Community Partners		Faith Communities	
Seacoast Mental Health		Business Community	
NH Department of Health and Human Services District Offices			
UNH Cooperative Extension			
Seacoast Eat Local			
New Hampshire Women's Foundation			

***Strategy #6- Support efforts to decrease Substance Use Disorder and increase prevention***

<b>Narrative:</b> Recognizing the substantial impact the increase in substance abuse has which leads many to homelessness, we encourage efforts to address remedies to assist those individuals.			
<b>Recommended Actions by Priority</b>	<b>Tentative Starting Implementation Timeline*</b>	<b>Challenge to Implementation</b>	<b>Success Measurement*</b>
1. Develop respite and recovery housing	Immediate and Ongoing	<ul style="list-style-type: none"> <li>• Lack of access to respite care</li> <li>• Overcome capital funding needs to create short term respite care</li> <li>• Code enforcement and zoning barriers</li> <li>• Workforce Shortage</li> </ul>	<ul style="list-style-type: none"> <li>• Increasing percentage of individuals with Substance Use Disorder and mental health issues with access to respite care</li> <li>• Longer sustained recovery rates</li> <li>• Reduced hospitalization and reduced incarceration rates</li> </ul>
2. Create LEAD (Law Enforcement Assisted Diversion) programs in each community	July 2020	<ul style="list-style-type: none"> <li>• Personnel Resources</li> <li>• Funding</li> <li>• Policies and Procedures</li> <li>• Stigma</li> </ul>	<ul style="list-style-type: none"> <li>• Decrease number of individuals arrested</li> <li>• Increase number of individuals diverted to treatment</li> <li>• Reducing cost of SUD (Substance Use Disorder) to municipalities</li> </ul>
3. Reduce barriers that limit development/ placement of substance use services/recovery	Immediate and Ongoing	<ul style="list-style-type: none"> <li>• Define data so they are consistent across municipalities</li> <li>• Data to be collected</li> <li>• Define how this data will be used</li> <li>• Stigma</li> </ul>	<ul style="list-style-type: none"> <li>• Increase treatment, recovery housing and respite recovery center beds by a minimum of 25</li> <li>• Increase homeless transitional housing beds by a minimum of 100</li> <li>• Increase agencies providing day out services for recovery</li> </ul>

4. Enhance recovery-friendly workplace initiatives	Immediate and Ongoing	<ul style="list-style-type: none"> <li>• Lack of job training programs for trades</li> <li>• Lack of use of current vocational schools</li> <li>• Ban the box</li> <li>• Reduce stigma</li> <li>• employer education/knowledge</li> <li>• Increase employee Education</li> </ul>	<ul style="list-style-type: none"> <li>• Increase in employed individuals struggling SUD</li> <li>• Increase in training programs</li> <li>• Increase workplace cultures with reduced stigma</li> <li>• The three Municipalities lead by example and become Recovery Friendly Workplaces</li> <li>• Recovery Friendly Workplace designation (partnership with local Chambers of Commerce)</li> </ul>
5. Partner with “The Doorway” at Wentworth-Douglass as the regional hub for single point of entry into SUD treatment system	Immediate and Ongoing	<ul style="list-style-type: none"> <li>• Development of increased partnerships (i.e. spokes)</li> <li>• Who is and what are the Spokes?</li> </ul>	<ul style="list-style-type: none"> <li>• Increased access to recovery and healthcare services</li> <li>• Increased communication between service providers</li> <li>• Development of increased partnerships (i.e. spokes)</li> </ul>
6. Support access to affordable health care	Immediate and Ongoing	<ul style="list-style-type: none"> <li>• Transportation</li> <li>• Cost of insurance/ medication</li> <li>• Qualified providers in the network</li> </ul>	<ul style="list-style-type: none"> <li>• More individuals accessing medical care in non-Emergency Room settings</li> <li>• More individuals accessing mental health care and treatment</li> <li>• Reduced costs to hospitals and municipalities</li> <li>• Municipalities and business leaders provide SUD and mental health coverage as a benefit</li> </ul>
7. Assist with funding “spoke” services that will ultimately serve those entering the HUB	Immediate and Ongoing	<ul style="list-style-type: none"> <li>• Funding</li> <li>• Lack of effective co-occurring disorders services</li> </ul>	

<i>Strategy #6 Cont'd</i>	
<b><i>Challenges being addressed</i></b>	
<ul style="list-style-type: none"> <li>The lack of transitional or respite housing means that individuals are coming out of detox and out of incarceration without proper supports to maintain recovery and get themselves into a stable situation</li> </ul>	
<ul style="list-style-type: none"> <li>There are not sufficient SUD treatment providers; we need to promote area provider services- use the Pro Business Model for SUD</li> </ul>	
<ul style="list-style-type: none"> <li>Cost of municipal expenses needs to be visible so that it becomes clear that providing housing and recovery services is a net decrease in expenditures for municipalities in the longer-term.</li> </ul>	
<b><i>Possible Collaborating Entities</i></b>	<b><i>Possible Funding Sources</i></b>
Municipalities	CSBG/CDBG
Police Departments	
Chambers of Commerce (recovery friendly workplaces, “ban the box”, etc)	DEA
	City Budget Line Item
	Faith Communities
	Business Communities

**Strategy #7- Engaging the Community to End Homelessness**

<b>Narrative:</b> Individuals within the communities can become more engaged and help (year round, not just holidays). Things like mentorship, job opportunities, Big Brother/Big Sister, etc, CAP “Grow an extra row” program, volunteering, donating items, helping with camp clean-ups, etc. A strategy like this can also help to break down the walls of “us” and “them” and help communities prepare to understand why ordinance changes might be needed, etc.			
<b>Recommended Actions by Priority</b>	<b>Tentative Starting Implementation Timeline*</b>	<b>Challenge to Implementation</b>	<b>Success Measurement*</b>
1. Appointment of a small board to continue meeting quarterly to review progress jointly with city planners (or whoever is appointed lead for this role in each city) – see Manchester plan for model of how steering committee set up (others too).	Immediate and Ongoing	<ul style="list-style-type: none"> <li>Continuing involvement community volunteers</li> </ul>	<ul style="list-style-type: none"> <li>An ongoing and engaged task force that informs municipalities on progress, and promotes continued accountability</li> </ul>
2. Community outreach campaigns (i/e through NH Listens, etc) – around homelessness/	Immediate and Ongoing	<ul style="list-style-type: none"> <li>Coordinating an outreach campaign</li> <li>Identifying leadership to carry it out</li> </ul>	<ul style="list-style-type: none"> <li>An engaged citizenry</li> <li>Information on services promoted in the community</li> <li>Education about SUD widely available</li> <li>Reduction in NIMBY</li> </ul>

affordable housing, etc			
<i>Strategy #7 Cont'd</i>			
3. Create and support mechanisms for community education and input on the Master Plan	Immediate and Ongoing	<ul style="list-style-type: none"> <li>• Time</li> <li>• Resources</li> <li>• Childcare for meetings</li> <li>• ADA Compliance</li> <li>• Identifying leadership</li> <li>• Transportation</li> </ul>	<ul style="list-style-type: none"> <li>• Forum conducted (public input for plan)</li> <li>• Listening sessions / community engagement forums through NH Listens, etc to begin to reduce the stigma</li> </ul>
<b><i>Challenges being addressed</i></b>			
Reducing NIMBY (“Not in my backyard”) Generates support for municipal involvement/funding at the tax payer level Creates a stronger sense of community			
<b><i>Possible Collaborating Entities</i></b>		<b><i>Possible Funding Sources</i></b>	
Workforce Housing Coalition of the Greater Seacoast		United Way	
Housing For All		NH Charitable Foundation	
Local Planning Departments		Municipalities	
Local Media		Leveraged Support from Partners	
		Faith Communities	
		Business Communities/Private Sector	

## 6. CONCLUSION

The plan outlined represents over 1,000 hours of work to develop strategies, objectives, timelines and measurable outcomes to address the issue of homelessness in the Tri- City region. Although there is no one solution, we feel these strategies are the basis and a guide post to determine next steps and layout a plan that is reasonable yet effective. The next steps after plan adoption will be to continue meeting as a region with smaller work groups to continue to plan for executing the strategies and deliverables. The Task Force has resulted in agreement on the issues, the need for solutions, and the desire to work together as a Tri-City Force to effectively utilize existing agencies, businesses, and municipality resources so that we may maximize results and limit duplication of efforts and funding. This plan is the starting point.

## Appendix A

Housing for Homeless People in Tri-City Region (*please see agency websites for updated information*)

### Emergency Shelter

Organization	Program	Beds	Type
Cross Roads House	Provides emergency shelter and permanent supportive housing for single men, single women, and families.	96 beds	SM, SF, M, F, C
My Friend's Place	Provides emergency shelter and transitional housing for single women and families.	18 beds	SF, M, C
Homeless Center for Strafford County	Provides emergency shelter and transitional housing for single women and families.	20 beds	SF, M, C

### Transitional Housing

Organization	Program	Beds	Type
My Friend's Place	Provides four units of transitional housing, located in the City of Dover.	4 units	SF, F, M, C
New Generation	Provides transitional housing program for pregnant and parenting homeless women and their infants.	9 beds	SF, F, C
Lydia's House of Hope	Provides a 12-month, faith-based transitional housing program for homeless single women and homeless families.	25 beds	SF, F, M, C
Hope on Haven Hill	Provides a substance use treatment facility serving pregnant and newly parenting women who are in	8 beds	SF, C



	substance use recovery.		
Families in Transition	Provides residential-style transitional housing for individuals and families experiencing homelessness.	6 beds	SF, SM, F, M, C

### Permanent Supportive Housing

Organization	Program	Beds	Type
Cross Roads House/Concord Coalition to End Homelessness	Provides long-term rental assistance and supportive services to at least 28 chronically homeless individuals, usually with substance use disorders and mental illness, in scattered-site apartments in Eastern Rockingham, Strafford, and Merrimack Counties.	28	S, M, F
Families in Transition/New Horizons	Provides 8 units of SRO PSH housing, serving 8 homeless single women, and provides supportive services in the form of a Housing Advocate. At least three of these women must be chronically homeless. This facility is located in Dover.	8 beds	S, F
Home at Last (Families in Transition/New Horizons)	Provides 12 units of housing for 12 chronically homeless individuals and provides supportive services in the form of a Housing Advocate. Its	12 beds	S, M, F

	geography includes Carroll, Belknap, Merrimack, Hillsborough, Strafford, and Rockingham Counties. The majority of participants reside in Greater Concord or the Portsmouth-Rochester HMFA.		
Community Partners	Tideview Condos provides permanent supportive housing for persons with disabilities. The project leases three apartment units and serves six chronically homeless individuals.	6 beds	S, M, F

S= single individuals

M=males

F=females

C=households with children

\*There are additional beds for other populations such as domestic violence victims and persons living with HIV/AIDS.

## Appendix B

Listing of Agencies serving homeless (*please see agency websites for updated information*)

### **HOUSING – HOMELESS AND TRANSITIONAL SHELTERS AND PROGRAMS**

GREATER SEACOAST COORDINATED ACCESS & HOMELESS PREVENTION:  
Homeless prevention and diversion services as well as shelter referrals to individuals and families in Strafford and Eastern Rockingham counties and Kittery and Eliot, ME.  
Phone: (603) 435-2500 ext. 8143

My Friends Place (24 Hrs/7Days)  
368 Washington Street  
Dover, NH 03820  
Phone: (603) 749-3017

Homeless Shelter for Strafford County 9 Islington Drive (Seasonal)  
PO Box 7306  
Rochester, NH 03839  
Phone: (603) 823-8842

Crossroads House (24 Hrs/7Days)  
600 Lafayette Street  
Portsmouth, NH 03801  
Phone: (603) 436-2218

New Generation-Pregnant Women & Mothers of Infants (24 Hrs/7Days)  
568 Portsmouth Avenue  
PO Box 676  
Greenland, NH 03840  
Phone: (603) 436-4989

Lydia's House of Hope Transitional Housing Program  
21 Grand Street  
Somersworth, NH 03878  
Phone: (603) 692-3100

Hope on Haven Hill Recovery Center for Pregnant Women  
326 Rochester Hill Road  
Rochester, NH 03867  
(603) 948-1230

Seacoast Family Promise  
6 Emery Lane  
PO Box 233  
Stratham, NH 03885  
Phone: (603)658-8448  
[www.seacoastfamilypromise.org](http://www.seacoastfamilypromise.org)

SOS Recovery Community Center  
63 South Main Street  
Rochester, NH 03867  
Phone: (603) 841-2351 ext. 1

SOS Recovery Community Center  
4 Broadway  
Dover, NH 03820  
Phone: (603) 841-2350 ext. 2

The Doorway  
789 Central Avenue  
Dover, NH 03820

## **EMPLOYMENT**

### **SOCIAL SECURITY ADMINISTRATION**

80 Daniel Street – Federal Building, PO Box 209 Portsmouth, NH 03801  
**Phone:** 1-800-772-1213 / Fax: (603) 433-5933  
[www.ssa.gov](http://www.ssa.gov)

Responsible for providing monthly Social Security benefits to retired or disabled workers or their survivors. Provides monthly cash benefits to people in need who are 65 or older, blind, or disabled under Supplemental Security Income Program. Hospital and Medical Insurance/Medicare Program.

## **SOUP KITCHENS, PANTRIES & CLOTHING**

**Did you know you can apply for food stamps even if you are homeless?**

**Call 603-332-9120, Visit DHHS, 150 Wakefield St., Rochester, and Apply online at:**  
**<https://nheasy.nh.gov>**

**SALVATION ARMY WORSHIP & COMMUNITY CENTER:** Emergency food, pastoral counseling, character building program, Wish Upon a Star Christmas program, children's program, food baskets, clothing, emergency clothing, toys and Coats for Kids.

10 Olde Farm Lane  
PO Box 1029  
Rochester, NH 03867  
**Phone:** (603) 332-2623 / Fax: (603) 332-1872

## **COMMUNITY MEALS**

Dover Friendly Kitchen: A Shared Community Meal St. Thomas Episcopal Church Tues and Thurs 5-6pm (Corner of Locust and Hale) **Phone:** (603) 743-4988

Rochester First United Methodist Church: 34 South Main St. Tues, Thurs & Sun 5-6pm  
**Phone:** (603) 332-4170

Salvation Army Soup Kitchen in Rochester: 10 Old Farm Lane. Mon, Wed & Fri 12-1pm  
**Phone:** (603) 332-2623

Table of Plenty: 37 School Street. Berwick United Methodist Church Wed 5-6pm **Phone:** (207) 698-1065

Farmington Community Meals: (FREE) 51 Main St Farmington Rec in Town Hall. Wed 5- 7pm  
Mustard Seed Café: First Congregational Church of Farmington. Community Sunday Dinner on first and third Sunday 3-5pm. The public is invited - donations are welcome

Community Action Partnership of Strafford County: Summer Meals Program, free breakfast and lunch to children ages 0-18 (summer only). For locations and times: **Phone:** (603) 435-2500 x2339  
[www.straftfordcap.org](http://www.straftfordcap.org)

Bethany Methodist Church 24 Main St. E. Rochester Free luncheon on specific Sat. Call for schedule. **Phone:** (603) 332-3618

## **FOOD PANTRIES**

### **Barrington**

Community Food Pantry: 105 Ramsdell Lane (Residents only) Thurs 6-7:30 pm **Phone:** (603) 664-0233

### **Dover**

Food Pantry at First Parish Church: One Silver Street Tues 3-5, Thurs 9-11. Proof of residency needed. ID or utility bill. **Phone:** (603) 742-5664

Food Pantry at St. Joseph's Church: 150 Central Ave. Tue & Wed 9-12, Sat 10:30-12  
**Phone:** (603) 742-4837

CAP Outreach and Food Pantry: 61 Locust St. 2nd floor McConnell Center. Mon, Tues, Wed, Fri 9-3pm **Phone:** (603) 460-4237 – *a program of Community Action Partnership of Strafford County*

St. Thomas Episcopal Church: 5 Hale Street Soup kitchen Tues & Thurs 5-6pm **Phone:** (603) 742-3155

### **Durham**

Cornucopia Food Pantry: 15 Mill Road Tues 4-5:30, Fri 12-1 Call for more information: Mon-Fri 1-5 **Phone:** (603) 862-1165

St. Thomas Moore Food Pantry: 6 Madbury Road Thurs 4-6pm **Phone:** (603) 868-2666

### **Farmington**

Interfaith Food Pantry: First Congregational Church Last Sat of month 9:30-10:30am **Phone:** (603) 755-4816

CAP Outreach Office and Food Pantry 527 Main St. Mon, Wed, Fri 8:30-12:00pm **Phone:** (603) 460-4313— *a program of Community Action Partnership of Strafford County*

Grace Place Food Pantry: 9 Mechanic St. Call ahead. Thurs 9:30-11:30am **Phone:** (603) 833-7541

### **Lee**

Wilkinson Food Pantry in Congregational Church: 17 Mast Road (Lee, Madbury, Durham, Nottingham and Newmarket residents only) 1st & 3rd Monday of the month 6- 7pm **Phone:** (603) 659-2861

### **New Durham**

Food Pantry 5 Main Street Sat 9-10am Residents only **Phone:** (603) 817-0372

### **Rochester**

E. Rochester Bethany Methodist Church: Food Pantry 24 Main Street. Mon 12-2pm  
**Phone:** (603) 332-3618

Salvation Army Food Pantry: 10 Olde Farm Lane Mon, Wed, Fri 9-2pm (Rochester, E. Rochester, Gonic, and Barrington residents only) **Phone:** (603) 332-2623

Gerry's Emergency Food Pantry: Rochester ID Needed 150 Wakefield St, Mon.& Fri 1- 3:15, Wed 10-3:15 (Roch, E. Roch, Gonic & Farm. only) **Phone:** (603) 330-3468

Joseph's Storehouse at Journey Baptist Church: 124 Milton Rd, 3rd Sat. of the month 9- 12pm. Call first to see what verification is needed. **Phone:** (603) 509-0591

### **Rollinsford**

Seeds of Faith Food Pantry: One Front Street #160 Monday 10-12pm, Every 1<sup>st</sup> and 3<sup>rd</sup> Thursday from 6-7pm. **Phone:** (603) 692-2907

### **Somersworth**

The Community Food Pantry: 176 West High Street First Parish Church Mon 10-12pm, Wed 6-8pm, and Thurs 3-5pm **Phone:** (603) 692-2907

Christian Believers Fellowship: 32 Chapel Lane (off Indigo Hill Road) - every 4th Saturday of each month between 11-12pm **Phone:** (603) 692-9320

### **Strafford**

Food Pantry: 30 Strafford Rd. in the Christian Center of the Third Baptist Church in Center Strafford. Thurs 8-10am Residents only. **Phone:** (603) 664-7750

**END 68 HOURS OF HUNGER:** Parents of children can contact their school's guidance counselor to see if their school is participating and request a backpack of food to take home over weekends or holiday breaks. <http://end68hoursofhunger.org>

**NH FOOD BANK:** SNAP/Food stamp application assistance and advocacy.  
**Phone:** (603) 669-9725x224

**STRAFFORD NUTRITION / MEALS ON WHEELS:** Provides meals and companionship; congregate meals in specific locations, Meals-On-Wheels delivered to the homebound. Nutrition, services to participants in meals program available.

9 Bartlett Avenue Somersworth, NH

**Phone:** (603) 692-4211 Fax: (603) 692-2877 [www.traffordmealsonwheels.org](http://www.traffordmealsonwheels.org)

## **CLOTHING**

### **Name/Address**

### **Comments**

#### **BARRINGTON/DOVER**

##### **The Village Barn**

611 Franklin Pierce Hwy

Barrington

(603) 664-5512

##### **What's New? Second Hand**

##### **Shop**

93 Franklin Pierce Hwy,

Barrington

(603) 793-7639

[www.whatsnewsecondhandstore.com](http://www.whatsnewsecondhandstore.com)

##### **CERV**

Route 108 Dover

(603) 516-2378

Call First

##### **First Parish Church Thrift Store**

1 Silver Street Dover

##### **DURHAM**

##### **Echo Thrift Store**

Community Church of  
Durham  
17 Main St.  
(603) 868-1230

Entrance is in the back of  
the church

### **FARMINGTON**

**Blessed Bargains**  
400 Main Street  
(603) 755-4876

### **NEWINGTON**

Donated building  
**ReStore** (Habitat for Humanity)  
29 Fox Run Rd  
(603) 750-3200  
manager@restore.org

Materials, home  
improvement supplies,  
overstock, discontinued,  
new, or used offered at  
bargain prices

### **Name/Address**

### **Comments**

### **NEWINGTON**

**Savers Thrift Store**  
2064 Woodbury Ave  
(603) 427-0814

Many 50% off sales around  
holidays.  
Shopping card provides  
early access to some sales.

### **PORTSMOUTH**

**Operation Blessing**  
600 Lafayette Rd, Portsmouth  
(603) 403-8561

### **SOMERSWORTH**

**Goodwill**  
450 High Street  
(603) 343-5560

**Empire Beauty School**  
362 High Street  
(603) 692-1515

Discount haircuts and  
washes. Call for  
appointment.



## **ROCHESTER**

**Annie's Book Stop**  
51 Columbus Avenue  
(603) 332-9605

New and pre-owned books  
at discounted prices

**Community Clothing  
Shop Rochester**  
Community Center 150  
Wakefield Street  
(603) 994-3199

Free shopping available to  
those who qualify.  
Speak with shop volunteers  
for information.

**Salvation Army Family Shop**  
28 Signal Street  
(603) 332-2698

**Trinity Anglican Church**  
108 Rochester Road (Route 108)  
(603) 332-1376

## **HOUSING AUTHORITIES & OTHER HOUSING**

**ROCHESTER HOUSING AUTHORITY**  
Wellsweep Acres Rochester, NH 03867  
**Phone:** (603) 332-4126, **Fax:** (603) 332-0039

**SOMERSWORTH HOUSING AUTHORITY**  
9 Bartlett Avenue Somersworth, NH 03878  
**Phone:** (603) 692-2864, **Fax:** (603) 692-2877

**DOVER HOUSING AUTHORITY**  
62 Whittier Street , Dover, NH 03820  
**Phone:** (603) 742-5804 / **Fax:** (603) 742-6911

***2-1-1 NH Telephone Information and Referral*** - 2-1-1 is a telephone number that connects callers, at no cost, to information about critical health and human services available in their community. 2-1-1 NH is an initiative led by United Ways of New Hampshire, in partnership with Public Service of New Hampshire (PSNH), and the State of New Hampshire. Residents in New Hampshire can contact 2-1-1 NH toll-free by dialing **2-1-1** in state or **1-866-444-4211** from out of state.

## **TRANSPORTATION**

**THE COMMUNITY RIDES:** The goal is to expand affordable and efficient community transportation service in the region. Their website and/or community transportation directory is intended to be a source for transportation options as well as information concerning human service and transportation coordination in the region.

**COAST Call Center,** 1 (855) SENH-BUS, OR (603) 743-5777, Option 2  
callcenter@communityrides.org, www.communityrides.org

**C & J:** Provides scheduled motor coach transportation to downtown Boston, Logan Airport and links to other destinations.

185 Grafton Drive  
Portsmouth, NH 03801  
Phone: (603) 430-1100 www.ridecj.com

**COAST – COOPERATIVE ALLIANCE FOR SEACOAST TRANSPORTATION:** Provides scheduled transportation throughout Strafford County and into Portsmouth.

42 Sumner Dr.  
Dover NH 03820  
**Phone:** (603) 743-5777, Fax: (603) 743-5786  
Email: info@coastbust.org www.coastbus.org

**FRANK'S TAXI**

350 Route 108, Somersworth, NH  
**Phone:** (603) 335-7433 www.frankstaxicab.com

**FREE CHARITY CARS:** Assistance with getting a car. www.freecharitycars.org

**GOOD NEWS GARAGE:** Assistance with getting a car so you can get to your job. Must meet specific requirements to receive a vehicle.

Phone: 1-877-400-6065  
www.goodnewsgarage.org

**LILAC CITY TAXI:**

65 Estes Rd, Rochester, NH 03839, **Phone:** (603) 335-4600

**SENIOR TRANSPORTATION (age 60 and up): -A Program of Community Action Partnership of Strafford County** Provides door-to-door, low-cost, wheelchair-accessible transportation to grocery stores and shops to anyone age 60 and over.

**Phone:** (603) 817-8207,  
www.straffordcap.org/programs/senior-transportation

**SUNSHINE TAXI, INC.**

Dover, NH 03820, Rochester, NH 03867  
**Phone:** (603) 742-5000 OR (603) 332-5100

**WHEELS ON WHEELS – WHEELCHAIR TRANSPORTATION SERVICE:** Provides

transportation to and from doctor's appointments, hospital discharges, rehabilitation therapy, nursing home transfers and admits, and all other types of medical appointments. NH Medicaid is approved for all medical appointments.

14A Madison Avenue

Rochester, NH 03867

**Phone:** (603) 335-3862

## WELFARE OFFICES

Under New Hampshire Revised Statutes Annotated (RSA) 165, "Whenever a person in any town is poor and unable to support himself, he shall be relieved and maintained by the overseers of public welfare of such town, whether or not he has residence there. For the purposes of this chapter the term "residence" shall have the same definition as in RSA 21:6-a." Each town has a welfare office which provides emergency financial assistance for critical needs such as food, rent, utilities, and medication

<b>. Town</b>	<b>Address</b>	<b>Phone Number</b>
Barrington	333 Calef Highway	(603) 664-0155
Dover	McConnell Ctr., 61 Locust St.	(603) 516-6500
Durham	Town Hall, 8 Newmarket Road	(603) 868-8043
Farmington	365 Main Street	(603) 755-3100
Gonic/Rochester/East Rochester	City Hall, 31 Wakefield Street	(603) 332-3505
Lee	Town Hall, 7 Mast Rd.	(603) 659-4528
Madbury		(603) 742-5131
Middleton	182 King's Highway	(603) 473-5230
Milton/Milton Mills	424 White Mountain Highway	(603) 652-4501
		ext. 9
New Durham	4 Main Street	(603) 859-2091
Rollinsford	667 Main Street	(603) 742-2510
Somersworth	City Hall, One Government Way	(603)

## Appendix C

**Acronyms Contained in the Master Plan Document:**

ADA	Americans with Disabilities Act
CAP	Community Action Partnership
CCT	Critical Care Transfer
CIP	Capital Improvement Plan
CDBG	Community Development Block Grant
CERV	Christian Emergency Response Volunteers
COAST	Cooperative Alliance for Seacoast Transportation
CSBG	Community Services Block Grant
CTS	Community Transportation System
DEA	Drug Enforcement Agency
DHHS	Department of Health and Human Services
DMV	Department of Motor Vehicles
EMD	Emergency Medical Director
IT	Information Technology
LEAD	Law Enforcement Assisted Diversion
NHDOT	New Hampshire Department of Transportation
NIMBY	“Not In My Backyard”
SRPC	Strafford Regional Planning Commission
SUD	Substance Use Disorder
VA	Veteran’s Administration

**Other Commonly Used/Relevant Acronyms:**

AHAR	Annual Homeless Assessment Report
APR	Annual Performance Report
CoC	Continuum of Care approach to assistance to the homeless Continuum of Care Federal program stressing permanent solutions to homelessness Con Plan Consolidated Plan
CPD	Community Planning and Development (HUD Office of) Data Warehouse Information system storing program and operational data
ESG	Emergency Solutions Grant (new with Hearth) Emergency Shelter Grant (previous program name)
FMR	Fair Market Rent
HIC	Housing Inventory Count
HMIS	Homeless Management Information System
HOPWA	Housing Opportunities for Persons with AIDS
HRE	Homelessness Resource Exchange
HPRP	Homeless Prevention and Rapid Re-Housing Program
HQS	Housing Quality Standards
HUD	U.S. Department of Housing and Urban Development
IDIS	Integrated Disbursement and Information System
NOFA	Notice of Funding Availability
OMB	Office of Management and Budget

PIT	Point in Time
PBRA	Project Based Rental Assistance
PRN	Pro Rata Need
RHSP	Rural Housing Stability Program
S+C	Shelter Plus Care
SHP	Supportive Housing Program
SRA	Sponsor-Based Rental Assistance
SRO	Single Room Occupancy
SSO	Supportive Services Only
SUD	Substance Use Disorder
Super	NOFA HUD's consolidated approach to issuance of Notices of Funding Availability
TBRA or TRA	Tenant Based Rental Assistance
TH	Transitional Housing

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<sup>i</sup> <https://www.nhes.nh.gov/elmi/documents/2017-economic-analysis-final.pdf>

<sup>ii</sup> [http://www.nhhfa.org/assets/pdf/data-planning/rentalsurvey/RentSurvey\\_2017.pdf](http://www.nhhfa.org/assets/pdf/data-planning/rentalsurvey/RentSurvey_2017.pdf)

<sup>iii</sup> <https://www.scribd.com/document/367248603/2017-State-of-Homelessness-in-New-Hampshire>

<sup>iv</sup> [https://www.hudexchange.info/resources/documents/CommonHUDTermsandAcronyms\\_Handout.pdf](https://www.hudexchange.info/resources/documents/CommonHUDTermsandAcronyms_Handout.pdf)

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City Clerk's Office

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## ***March Department Reports:***

- 7.1 Assessor's Office P. 149**
- 7.2 Building, Zoning, and Licensing Services P. 151**
- 7.3 City Clerk's Office P. 157**
- 7.4 Department of Public Works P. 159**
- 7.5 Economic & Community Development P. 167**
- 7.6 Finance Office P. 183**
- 7.7 Planning & Development Department P. 185**
- 7.8 Recreation & Arena P. 189**
- 7.9 Rochester Fire Department P. 191**
- 7.10 Rochester Police Department P. 195**
- 7.11 Rochester Public Library P. 215**
- 7.12 Tax Collector's Office P. 217**
- 7.13 Welfare Department P. 219**

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City Clerk's Office

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# ***Forthcoming:*** Assessing Department Report...

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City Clerk's Office

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City Clerk's Office

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# End of Month Council Report

04/11/2019

To the Honorable Mayor and City Council of the City of Rochester, the following is a summary of the revenue collected and the activities performed by the Department of Building, Zoning and Licensing Services for the month of March 2019 with the fiscal Year to Date

The following data is subject to adjustment & revision pending further review and analysis as well as year-end closing adjustments.

## Department Revenue

Permit Type	March 2019	Year to Date
Building Permits	\$12,827.20	\$253,909.90
Electrical Permits	\$3,320.70	\$25,698.70
Gas Permits	\$0.00	\$0.00
Plumbing Permits	\$3,425.00	\$16,116.80
Zoning Permits	\$605.00	\$3,281.60
FireSuppression Permits	\$0.00	\$0.00
FireAlarm Permits	\$255.00	\$1,008.00
Sprinkler Permits	\$663.00	\$4,528.00
Mechanical Permits	\$3,100.00	\$26,274.20
Food_Milk Licenses	\$275.00	\$6,160.00
Taxi Licenses	\$0.00	\$600.00
General Licenses	\$630.00	\$4,810.00
<b>Net Revenue</b>	<b>\$25,100.90</b>	<b>\$342,387.20</b>

# End of Month Council Report

04/11/2019

## Building Permit Detail

New Permits		March 2019		Fiscal Year to Date	
Permit Type	Permit For	Permits Issued	Estimated Construction Value	Permits Issued	Estimated Construction Value
Building Permits	Addition - Non-Residential	0	\$0.00	4	\$430,626.00
	Addition - Residential	2	\$42,000.00	12	\$287,000.00
	Alteration - Residential	11	\$228,403.00	56	\$788,664.53
	Alterations- Non Residential	5	\$407,096.00	24	\$1,794,255.49
	Apartment	0	\$0.00	2	\$3,902,533.00
	Barn	0	\$0.00	0	\$0.00
	Building - Non-Residential	1	\$65,000.00	10	\$6,757,824.00
	Condo	0	\$0.00	9	\$8,300.00
	Deck	1	\$22,000.00	29	\$153,043.00
	Demolition	3	\$17,835.00	22	\$138,454.00
	Fence	1	\$1,750.00	22	\$80,511.83
	Footing/ Foundation	2	\$20,000.00	52	\$1,070,734.00
	Garage	1	\$70,800.00	24	\$520,450.00
	Manufactured Home	1	\$57,000.00	25	\$1,769,960.00
	New Home	5	\$1,162,937.00	36	\$5,905,767.00
	Other	3	\$42,108.00	19	\$558,116.00
	Pool - Above Ground	0	\$0.00	7	\$27,700.00
	Pool - In Ground	0	\$0.00	1	\$27,500.00
	Repair/Replace - Non-Residential	0	\$0.00	3	\$73,800.00
	Repair/Replace - Residential	5	\$52,159.61	38	\$507,783.61
	Roofing	4	\$164,400.00	106	\$1,136,197.20
	Shed	1	\$3,000.00	34	\$101,145.60
	Siding	0	\$0.00	9	\$86,959.00
	Sign	8	\$21,263.00	40	\$139,934.50
	Windows	2	\$11,808.00	32	\$268,735.06
Electrical Permits	Electrical Underground	0	\$0.00	6	\$9,500.00
	Generator	1	\$900.00	26	\$170,780.00
	Meters	0	\$0.00	4	\$11,700.00
	Service	4	\$3,900.00	81	\$124,162.25
	Solar Electric System	2	\$2,999.00	7	\$43,447.00
	Temp Service	1	\$999.99	2	\$2,499.99
	Wiring	29	\$264,994.00	240	\$3,922,522.96

# End of Month Council Report

04/11/2019

FireAlarm Permits	Fire Alarm Permit	2	\$14,485.00	3	\$22,485.00
FireSuppression Permits	Fixed Fire Suppression System	0	\$0.00	0	\$0.00
Mechanical Permits	Air Conditioning	6	\$76,800.00	22	\$1,187,282.00
	Furnace/Boiler	12	\$147,002.00	120	\$1,104,402.00
	Gas Line	1	\$2,000.00	26	\$27,600.00
	Gas Piping	5	\$13,600.00	55	\$92,863.00
	Heating	6	\$60,877.00	64	\$1,564,100.00
	Hot Water Heater	5	\$9,600.00	16	\$33,600.00
	Mechanical Underground	0	\$0.00	1	\$1,000.00
	Other	0	\$0.00	3	\$181,202.00
	Pressure Testing	0	\$0.00	15	\$5,750.00
	Propane Tank	11	\$4,409.99	112	\$77,096.99
	Sheet Metal Work	0	\$0.00	0	\$0.00
	Tank Installation	3	\$2,220.00	26	\$35,322.00
	Ventilation	0	\$0.00	5	\$21,740.00
Plumbing Permits	Plumbing	14	\$398,406.00	144	\$1,836,950.00
	Water Heater	0	\$0.00	19	\$24,763.00
Sprinkler Permits	Fire Sprinkler Systems	0	\$0.00	0	\$0.00
	<b>Total Permit Issued</b>	<b>158</b>	<b>\$3,392,752.59</b>	<b>1613</b>	<b>\$37,036,762.01</b>



# City of Rochester, New Hampshire

## Department of Building, Zoning & Licensing Services

### ZONING MONTHLY REPORT - MARCH 2019

#### *New Cases:*

**2019-04** Lambert's Auto & Truck Recyclers Inc. applicant seeks a *Special Exception* according to section 22.a.8 of the City Zoning Ordinance to permit a 980 square foot addition to the business, whose use was lawfully established prior to the adoption of the current Zoning Ordinance.

**Location:** 2 Salmon Falls Road, Rochester, NH 03868, MLB 205-218-0000 in the Highway Commercial Zone.

*The Special Exception was approved.*

**2019-05** SCR River Street LLC applicant seeks a *Variance* from table 19-A of the City Zoning Ordinance to permit one 6 unit building and 4 rental cottages with a lot area per dwelling unit of 2,047.32 square feet, where 5,000 square feet is required.

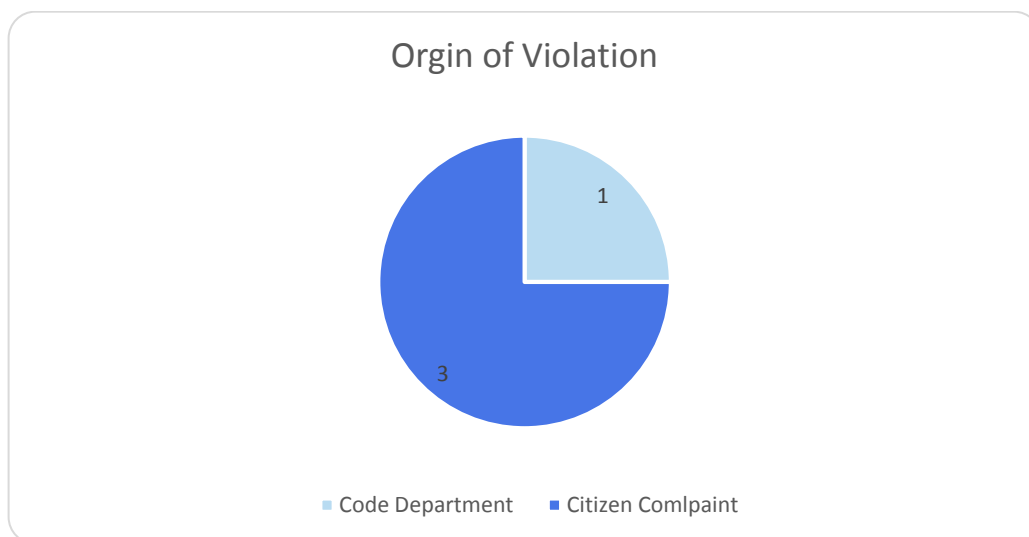
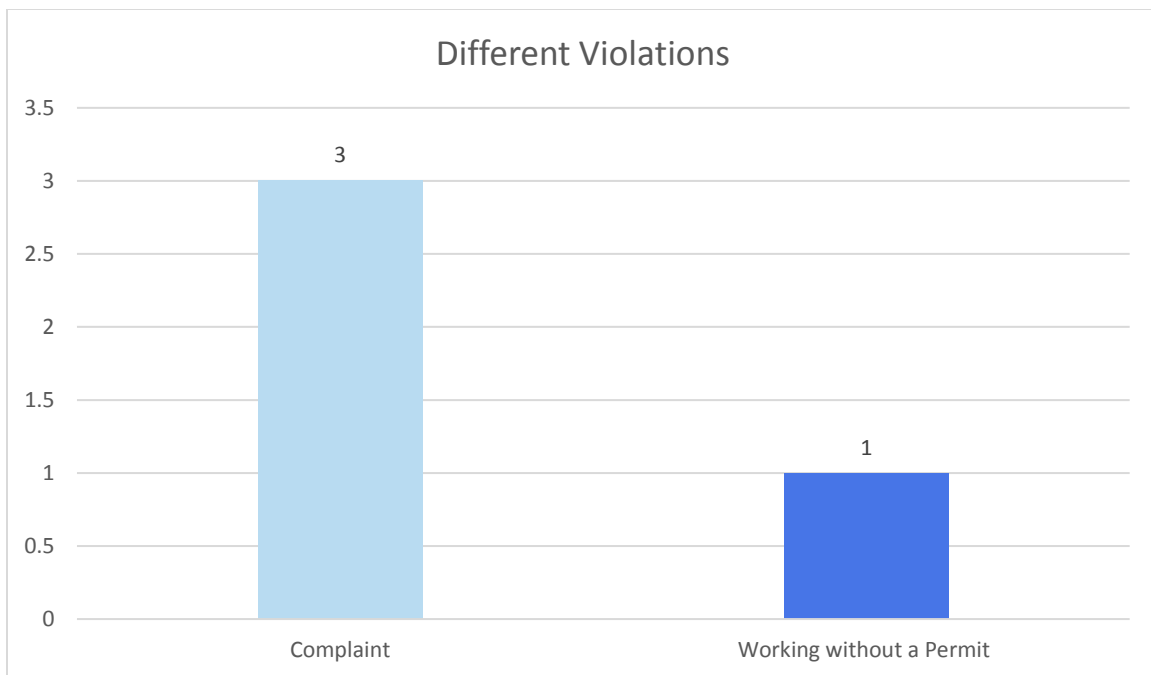
**Location:** 27-29 River Street, Rochester, NH 03867, MLB 0121-0077-0000 in the R2 Zone.

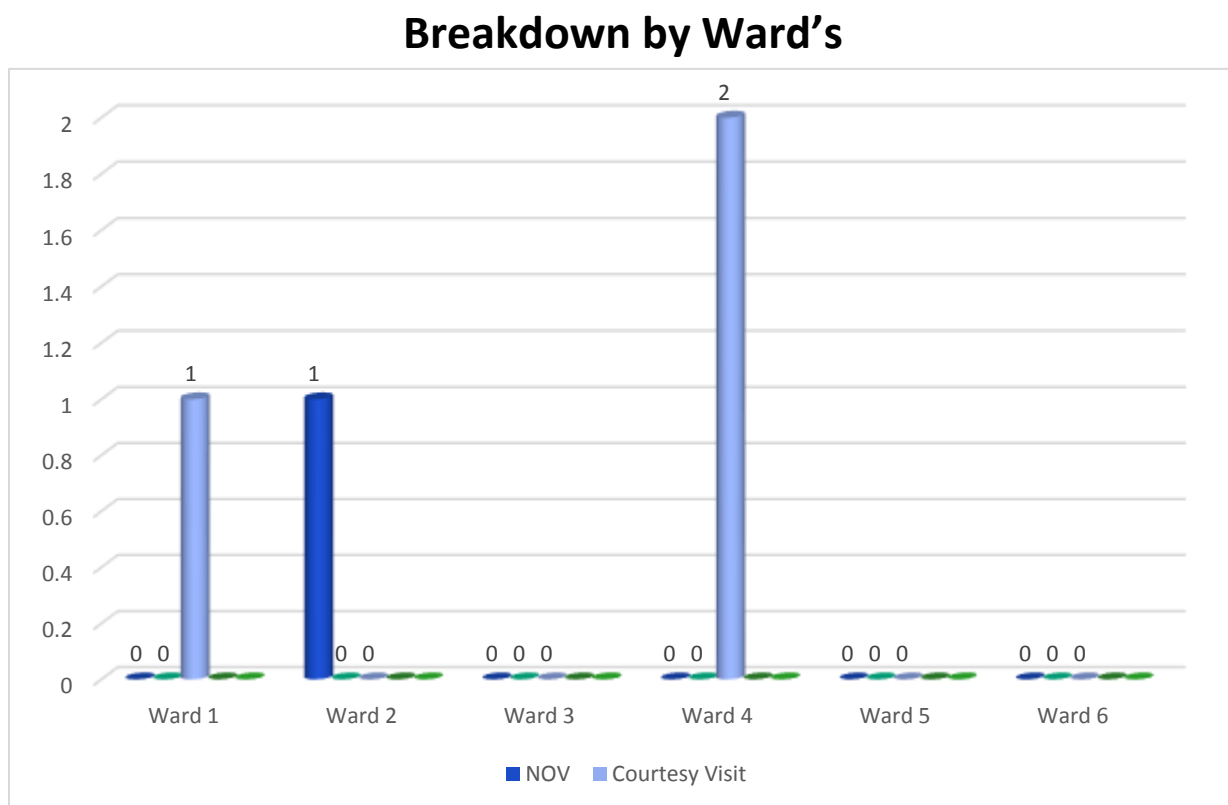
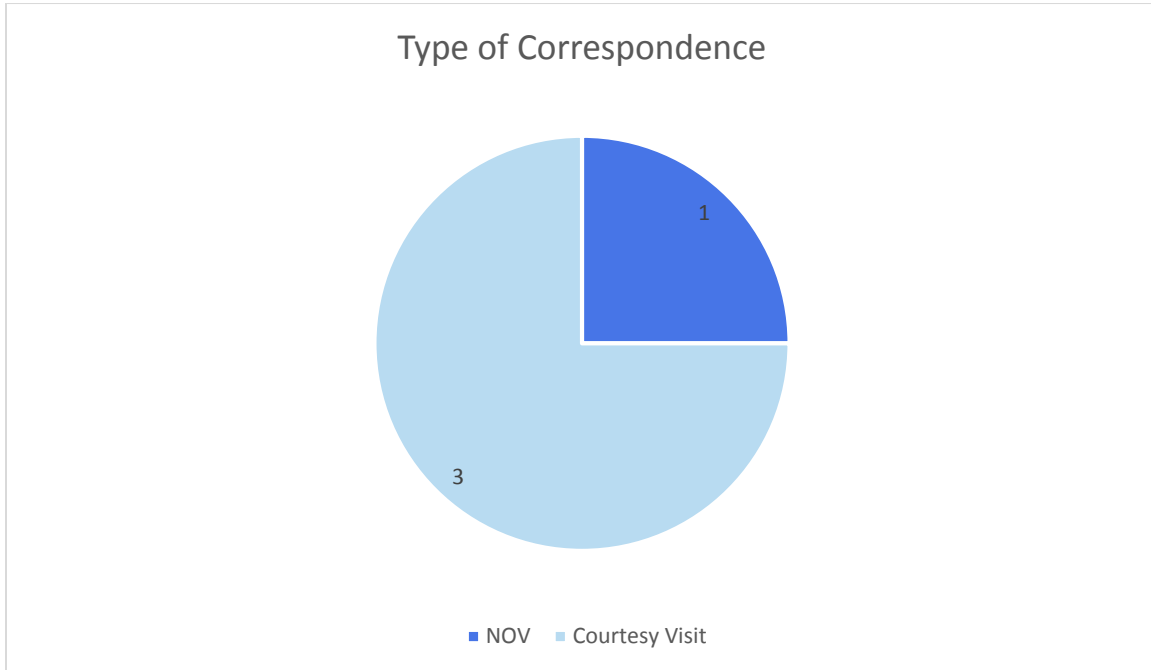
*The Variance was denied.*

# March 2019 Code Compliance

## Monthly Report

For the month of March, Code Compliance dealt with 4 properties with a total of 4 documented compliance or zoning issues. All property owners in these cases have been notified and received Notice of Violations, Citations or Courtesy Visits asking for them to bring their property into compliance. Of these 4 properties, 3 of them have been brought into compliance with 1 still pending. The three properties with a pending issue from February remain pending.





Respectfully Submitted,

Joseph Devine

Compliance Officer





City Clerk's Office  
 City Hall - First Floor  
 31 Wakefield Street, Room 105  
 ROCHESTER, NEW HAMPSHIRE 03867-1917  
 (603) 332-2130 - Fax (603) 509-1915  
 Web Site: <http://www.rochesternh.net>



## City Clerk's Report March 2019

### Vital Statistics

As reported in the revenue chart below, the City Clerk's staff issued 268 initial copies of vital records, and 166 subsequent copies of vital records in the month of March. The City Clerk's staff issued 10 Marriage Licenses.

The New Hampshire Division of Vital Records Administration generated the following report of statistics for the City of Rochester:

- 19 births were reported in Rochester during the month of March, 5 of these children were born to Rochester residents.
- 33 resident deaths were reported in Rochester.
- 1 couple celebrated their wedding ceremony in Rochester during the month of March.

### Revenue – Vital Records/Marriage Licenses

	2018		2019	
	State	City	State	City
Initial/Subsequent copies:	\$2,723	\$2,472	\$2,974	\$2,706
Marriage Licenses:	\$430	\$70	\$430	\$70
<b>Total:</b>	<b>\$3,153</b>	<b>\$2,542</b>	<b>\$3,404</b>	<b>\$2,776</b>

### Dog Licensing

The City Clerk's office licensed 404 dogs during the month of March. There were no Civil Forfeiture fees collected.

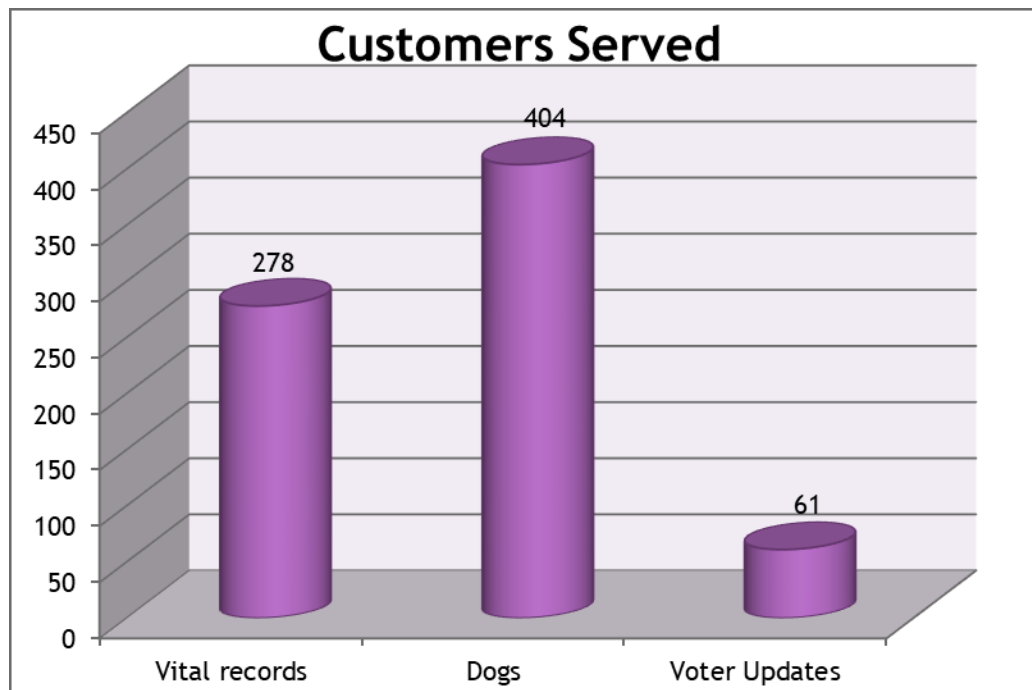
All Rochester residents owning dogs are required to have their dog updated on rabies vaccination and have their dog licensed with the City by April 30, 2019.

The City of Rochester Animal Control officer, in conjunction with Rochester Veterinary Clinic, will host the first of two rabies clinics in April. The Clinic will take place at the 4-H Building of the

Rochester Fairgrounds from 12pm – 2pm on Saturday, April 13, 2019. All dogs and cats must be either on a leash or in a carrier. City Clerk staff will be available at the clinic to license vaccinated Rochester dogs.

There will be a second rabies clinic held on Saturday, May 4, 2019 at the 4-H Building as well. Details to follow next month.

**Customers Served during the month of March 2019**



**Voter registration summary by party as of March 31, 2019:**

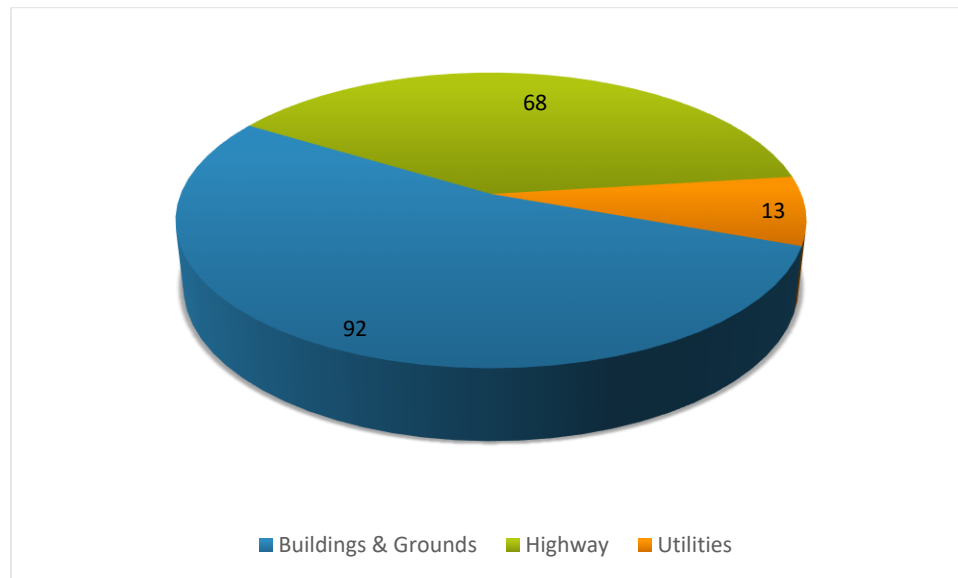
Ward	Democrats	Republicans	Undeclared	Totals
1	1,060	1,159	1,482	3,701
2	977	1,113	1,672	3,762
3	1,035	1,213	1,413	3,661
4	853	799	1,695	3,347
5	950	1,127	1,468	3,545
6	1,021	826	1,291	3,138
<b>Totals:</b>	<b>5,896</b>	<b>6,237</b>	<b>9,021</b>	<b>21,154</b>

Respectfully submitted,

Cassie Givara  
Deputy City Clerk

## ROCHESTER DEPARTMENT OF PUBLIC WORKS MONTHLY REPORT MARCH 2019

The Department of Public Works responded to approximately 173 requests for service in the month of December, in addition to their other scheduled tasks and responsibilities. The Highway Division had 68 requests that ranged from sign repair, potholes, and drainage. The Utilities Division responded to 13 requests for water & sewer related issues and the Buildings and Grounds Department completed 92 for plumbing repairs, electrical repairs, painting and many miscellaneous repairs.



### MARCH SERVICE REQUESTS

#### HIGHWAY & FLEET MAINTENANCE WORK COMPLETED:

- Patched pot holes
- Repaired 8 catch basins.
- Cleaned catch basins.
- Hauled snow piles.
- Cleaned sidewalks
- Repaired dirt roads due to spring thaw.
- Removed holiday lights from trees in town.
- Repaired signs and mailboxes.
- Started spring sweeping.
- Pushed up snow dumps.
- Changed plow and wing blades on 4 trucks.
- Plowed and treated on 3 snow and ice events. (10" of snow, sleet and ice)
- Removed 3,992 yards of snow.
- Repaired and install street signs though out the City.
- Replaced the shift cable on sidewalk tractor #7
- Replaced steering box on six wheel dump #16.
- Replaced tail light on truck #21
- Inspected the street sweeper for service.

- Replaced two rear break chambers on six wheel dump #8.
- Replaced blower bearing and seal on sidewalk tractor #37.
- Replaced right rear break chamber, left front hub cover and repair strobes on ten wheel dump #12.
- Replaced exhaust flex pipe, break chamber and break shoes on ten wheel dump #9
- Repaired wing bracket on six wheel dump #9
- Replaced fuel tank and rear spring on six wheel dump #19.
- Replaced fuel lines on the chipper.
- Replaced batteries and 4 new tires on ten wheel dump #12
- Repaired plow push frame and replaced sander bearing on one ton dump #107.
- Replaced front wing slide truck #16
- Repaired air tanks on ten wheel dump #72
- Performed lube, oil and filter service on 9 vehicles.

### **UTILITIES DIVISION WORK COMPLETED:**

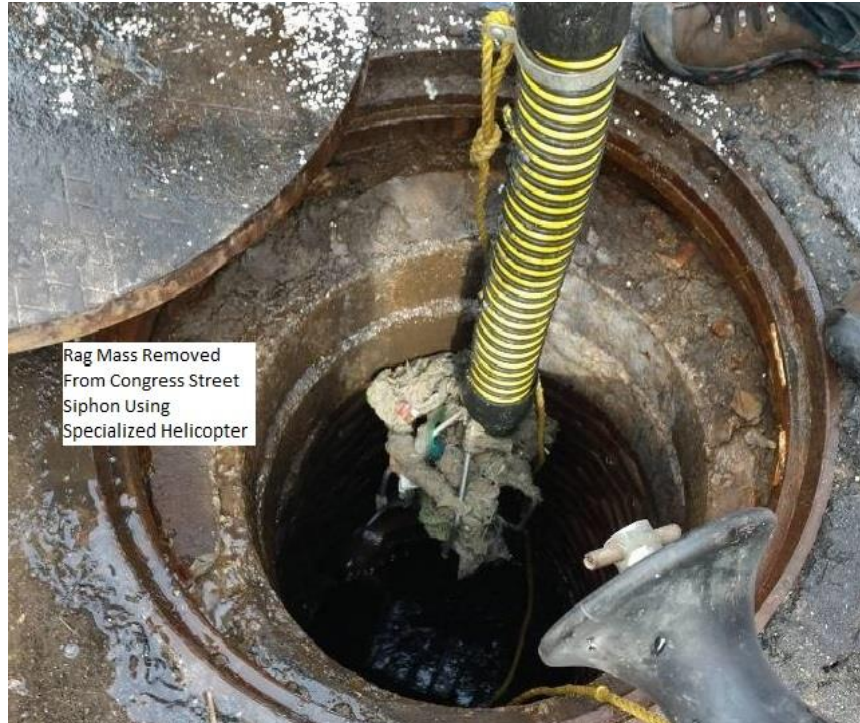
Staff performed daily utility mark-outs in response to “Dig Safe” requests city wide. With spring comes an overabundance of mark outs consuming 5+ man hours daily.

Nate Mears, Tim Robare and James Quinn attended a three day training and obtained national certifications in pipeline, manhole and lateral service assessment. Coupling this certification with the city’s CCTV and asset management technologies will provide public works the ability to properly budget and effectively upgrade our sewer collections system. Staff performed monthly maintenance on problematic sewer runs and the city’s sewer siphons and responded to three (Code 5) sewer back-ups. Two of the backups were city sewer main issues and one was a private service issue.



The Utilities division worked with a contracted service provider to complete the cleaning of our major sewer siphons. The 700 feet of 16” cast iron siphon that conveys effluent from River Street beneath the Cocheco River to the gravity flow on Congress Street was jetted and swabbed with poly pigs. The double barrel siphons running 650 feet from the intersection of Old Dover Road (Exit 11 Off Ramp) to the intersection of the Spaulding Turnpike (North Bound) was

swabbed and pigged. 135 feet of sewer siphon from Gonic Mill Easement to the Quaker Lane Easement was cleaned as well.



Staff responded to and repaired one water main break that occurred along a segment of water main in East Rochester. Members of the utility division rebuilt three hydrants due to damage. They grouted the interior leaks within Fieldstone MHP master meter pit ensuring that moving forward the water meter is not exposed to submersion. MeterTechnicians are actively replacing commercial meter heads that have met there life expectancy. Three new meters were installed on new services, one failed meter was replaced. Twelve water services were shut-off due to non- payment, twenty-four service calls were necessary to resolve non-payments.

#### **BUILDINGS AND GROUNDS DIVISION WORK COMPLETED:**

Projects completed during the month of March include the painting of the hallway and staircase at City Hall as well as the remodel of Recreation Department Office. Buildings and Grounds staff worked with the contractor to complete the remodel. The Community Center Fire Panel Project is nearly completed. The panel is online and passed the FD inspection. The contractor is removing old devices and wiring to complete the job. Spring cleanup has started and is ongoing.





**Rec Office-Before**



**Rec Office-After**



**Rec Office Break Room**

### **WASTEWATER TREATMENT DIVISION**

Staff continue to work with coalition of communities on related wastewater and Great Bay Estuary issues. The Staff continues to work with industries on various pretreatment issues. The consulting engineer and staff are working on pump station upgrade designs and bidding on the Biosolids and Carbon Storage Facility Bid is out for consideration. A candidate for pump station maintenance position has been interviewed. Staff attended asset management software program/consultant demonstrations/interviews. WWTP is working with automation team to button things up so that we can trial run the program. Staff is working toward start up at the end of April. Honeywell was called in for HVAC repairs. The controller on Chestnut Hill Rd. pump station generator has been replaced. AFSCME Employee annual evaluations have been completed. The sewer siphons were cleaned and pigged by Ted Berry Co. and city staff did an excellent job in assisting and coordinating work. Mr. Green also attended UST training and passed certification exam. WWTP is starting to get quotes for insulation project. Staff performed preventative and corrective maintenance on equipment, machinery and instrumentation at the WWTF and pump stations. The average effluent flow for the month was 3.304 million gallons per day (MGD). Percent of design flow = 65.7%. Percent of design flow for 2019 = 64.3%. Precipitation for the month = 1.54". Precipitation for 2019 = 9.45".

### **WATER TREATMENT DIVISION**

Treated water volume for the month of March was approximately 49.5 million gallons from the surface water treatment facility and 5.7 million gallons from the well, totaling 55.2 million gallons. All water quality testing and monitoring was completed in accordance with NHDES requirements. We are pleased to report that the City of Rochester again met and exceeded all State and Federal standards for drinking water. Watershed inspections were conducted at Round Pond, Rochester Reservoir, Tufts Pond, and Berry Pond. Instruments measured 1.8 inches of rainfall at the Reservoir. We are experiencing significant meltwater conditions; stream gages are measuring 24cfs discharge at Kristy Lane and exceeding 100cfs at Berry River. All reservoirs are filled to capacity. Equipment and grounds maintenance was performed at the Water Treatment Facility, well, and tanks/stations. Station maintenance included snow cleanup and preliminary generator inspection checks. Maintenance at the well included aerator system filter cleaning and repairs to the main power feed; Eversource determined that the cause was deteriorated primary side feed lines between the pole and transformer. Maintenance at the Water Treatment Facility included anthracite filter inspection and peroxide wash, replacement of the chlorine feed pump, firmware updates to remaining Blue-White chemical feed pumps, and in-house replacement of the duty pump and hydropneumatic tank for the domestic water supply. Staff commenced increased distribution system monitoring ahead of spring flushing. We are preparing the 2018/2019 Consumer Confidence Report and updating our public outreach displays and materials. Staff attended an energy and efficiency class in Hampton and also a source protection strategy emergency preparedness workgroup meeting. We distributed household hazardous waste day flyers to neighboring communities. Staff participated in evaluating asset management vendors and software solution proposals. Low Lift Pump Station Progress meeting updates include the following: new conduit for fiber optics and telemetry has been installed; Raw Water Pump #2 is installed, laser aligned, and rotation checked in preparation for commissioning April 1<sup>st</sup>; and the potassium permanganate system is installed and pending cutover.





Repairs to power drop at Cocheco Well



New Raw Water Pump & Motor #2.

## ENGINEERING

Project Updates for March 2019:

- **Asset Management:** The City continues to move forward in the process of acquiring the new Asset Management software; this process will continue over the next several months. With the completion of the RFI phase in March, efforts are now focused on the RFP phase. Efforts continue to improve the GIS data layer for the City's stormwater network, which will be used in the continued mapping effort required by the MS4 Permit. In addition to



inventory work, staff continue to populate more detailed information such as asset age, material, and condition on all of our assets and coordinate with our consultants to develop baseline information related to our water, sewer, and stormwater systems' "level of service", "consequence of failure", and "criticality". The City is also working with SRPC to collect sidewalk inventory information, including a condition assessment; this effort is anticipated to resume in spring 2019.

- **Colonial Pines Sewer Extension:** Sewer installation work on Railroad Avenue has been completed; final paving of Railroad Avenue and final punch list items to be completed in spring 2019. Phase 2 will include extension of the sewer from Birch Drive across Old Dover Road to Juniper Street, Towle Street, Vinewood Lane, Susan Lane, Hickory Lane, and a portion of Hillside Drive. Phase 2 construction is anticipated to commence in early April 2019. A public information meeting was held on March 26<sup>th</sup> for Phase 2 property owners. Funding for future phases of this multi-phased sewer extension program will be requested in the upcoming CIP proposed budget. Internal plumbing and private property surveys have been conducted throughout the entire Colonial Pines area (more than 85% have been completed).
- **Pavement Maintenance & Rehabilitation:** Culvert replacement was completed on Dry Hill Road in December 2018; final wearing course on Dry Hill between Gear/Oak/Estes and Washington will be paved in spring 2019. Whitehouse Road was reclaimed and base-paved in October 2018; final wearing course will be paved in spring 2019. Regarding SB38 paving: Woodside Lane, Clow Court, and Nadeau Drive will have the final wearing course paved in spring 2019; and Sampson Road reclaim/pave will begin in spring 2019.
- **Dewey Street Pedestrian Bridge:** A new utility pole and LED streetlight is anticipated to be installed at the bridge approach on the Hanson Pines side in the near future.
- **Strafford Square Roundabout:** Final design continues. Bidding of the roundabout construction contract is now anticipated for late 2019. Prior to that contract, and in preparation for that construction, a utility infrastructure contract is anticipated to be bid for construction in late spring 2019. Right-of-way and easement negotiations are being conducted in preparation for the construction contracts.
- **Water Treatment Plant Low Lift Pump Station Upgrade:** Construction continues. Substantial Completion of this project is anticipated in April 2019.
- **Water Treatment Plant Residuals Disposal:** An evaluation of alternatives has determined that the most cost effective method of disposal of residuals generated at the Surface Water Treatment Plant is an upgrade of the existing pipeline and addition of an attenuation tank. Funds for the implementation of this upgrade have been requested in the CIP budget in the next few years.
- **Granite State Business Park Water Main Interconnection:** This project is in design. Bid advertisement is anticipated in spring 2019 with construction to follow in 2019.
- **WWTF Biosolids Dewatering Facility:** This project was advertised for bids in late March 2019. Bids are due to be opened in early May 2019 with construction to follow in 2019.
- **River Street Sewer Pump Station Upgrade:** 50 % design documents for this project were completed in March 2019. This project is anticipated to be advertised for bids in May 2019. Construction is anticipated to begin in 2019 and be completed within one year.
- **Route 11 Sewer Pump Station Upgrade:** This upgrade project is currently in design. This project could potentially be advertised for bids in June or July 2019, with construction occurring 2019-2020.
- **WWTF Upgrades (various projects):** There are several projects on-going at the WWTF: Soda Ash System Replacement, Aeration System Automation, Aeration Basin Sidewall

Blower Tie-in (Iris Valve) and Mechanical Mixers, Standby Power Interconnection for Aeration Blowers, and Programmable Logic Controllers (PLC) Replacement. All of these projects are on schedule to begin construction by summer 2019.

- **Wastewater Interceptor Upgrades:** A Basis of Design Report has been received from the design consultant. This report summarizes alternatives and recommends a sewer collection system master plan before proceeding with final design. Funding for a Sewer System Master Plan was approved with the FY19 CIP Budget; consultant selection process will commence in the coming months.
- **NPDES Permits - Wastewater Treatment Facility & MS4 Permit (Stormwater):** A new draft National Pollutant Discharge Elimination System (NPDES) Permit for the Wastewater Treatment Facility (WWTF) has not yet been issued by USEPA Region 1. As far as the Municipal Separate Storm Sewer System (MS4) NPDES General Permit for stormwater, the 2017 NH Small MS4 General Permit, issued by USEPA Region 1, became effective on July 1, 2018; and, on September 28, 2018, the City submitted a Notice of Intent (NOI) to comply with this MS4 General Permit. USEPA Region 1 is proposing an estuary-wide general permit structure for nutrient loading, specifically nitrogen, in the Great Bay Estuary.

# Economic & Community Development



3/31/2019

MANAGEMENT REPORT



*Written & Compiled by: Jennifer Murphy Aubin*



## OFFICE OF ECONOMIC & COMMUNITY DEVELOPMENT

KAREN POLLARD, MBA, CECD - ECONOMIC DEVELOPMENT MANAGER



### TRANSITIONS

After 15 years with the City of Rochester, NH, leading the office of Economic Development, Karen Pollard accepted a new role as Director of Economic Development in CT.

<https://www.fosters.com/news/20190327/rochester-sends-off-karen-pollard-with-gratitude>

Prior to departure, Manager Pollard met with the team, along with the City Manager to prioritize, prepare and assign ongoing projects to economic development staff:

UNH MBA Investment Prospectus, Granite Ridge Development District Feasibility Study, Buxton Retail Matches, Business Retention Program –

Downtown Launch, Gonic Brickyard Project, Fitness Court Project, Live Exchange - Site Selectors Deal Making event Dallas, TX, RECon – ICSC event, Las Vegas, NV, Wayfinding, Welcome Signage, Scenic Theater/Salinger Block Downtown Historic Development Project, Budget Presentations, GSBP planning, and 38 Hanson Street, RFP.

Until the role is filled, Economic Development Specialist, Jenn Marsh, will serve as Interim Economic Development Manager.

JENN MARSH, ECONOMIC DEVELOPMENT SPECIALIST

### ROCHESTER LISTENS

Rochester Listens met with the Justin Roy, Kyle Repucci and some student leaders to generate topics for an upcoming community discussion. A recent survey showed that students within our city do not feel like they are listened when providing ideas, they expressed interest in involved in events, projects and opportunities to share their ideas. We listened.

To further the conversation, the Rochester Listens group is collaborating with the school to create another survey for the students to see how they feel about Rochester, what they would like to see happen and what would make them stay after graduation. The results of the survey will be a part of the upcoming community discussion to in the spring.

## TRI-CITY TROLLEY MEETING

The Rochester Economic Development Department is working with SRPC and The Cooperative Alliance for Seacoast Transportation (COAST) to provide opportunities to improve local transit service and economic development, which includes the Tri-City Trolley concept, a case study under the proposed project, which provides mutual beneficial service to Rochester, Dover and Somersworth. We are seeing a rise in demand for responsive public transit as the seacoast continues to grow and attract large employers and working families. This project aligns with the growth trends and this timely partnership between the communities is a first step in a comprehensive understanding of how public transit spurs economic development.

## JOB LOAN

The Job Loan committee approved a \$50,000 loan to a local business, with the closing in April. Below is a listing of December 2018 loan balances. With this \$50,000 loan, JOB Loan Program will have approximately \$30,000 available for future lending activity. Country Tire and Service listed in 12/2018 has paid off their loan in full.

Summary of Job Loan Principal Balances As of DECEMBER 31, 2018												
Recipient Name	Loan Amount	Original Interest %	Original Term Months	Original Loan Date	Final Payment MO/YR	Pmts Up To Date ?	FY18 FYE Principal		FY19 Principal Collected	FY19 Dec-18 Principal Bal	FY19 Payment Amount	Notes
							Date	Balance				
Active Job Loans												
Distinctive Forest Creations	\$30,000	6.96%	60	Nov-05	04/12/12	Yes	06/30/2018	\$12,568.91	\$1,400.00	\$11,158.91	\$100.00	no ac since Jan 2014, @ \$200 per month, principal only, the loan will be paid off Jul 2022
Blue Oasis	\$50,000	2.44%	120	Apr-10	05/12/20	Yes	06/30/2018	\$10,549.92	\$2,704.95	\$7,844.97	\$469.99	
Country Tire & Service Center	\$40,000	2.44%	84	Aug-11	07/12/18	Yes	06/30/2018	\$517.14	\$517.14	\$0.00	\$0.00	(Paid in full 6/30/2018)
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Rochester Eye Care	\$60,000	2.62%	240	Feb-16	03/12/26	Yes	06/30/2018	\$54,708.92	\$1,218.71	\$53,490.21	\$321.48	Payments begin April-16
Seacoast Gymnastics	\$30,000	2.63%	84	Mar-16	09/15/23	Yes	06/30/2018	\$23,008.07	\$2,057.34	\$20,950.73	\$391.35	Payments begin Oct-16
White Birch Ammo	\$75,000	3.19%	84	Oct-17	11/12/24	Yes	06/30/2018	\$74,133.37	\$5,248.35	\$68,885.02	\$1,065.89	Principal payments begin 6/2/2018
Flexographic Print Solutions LLC	\$75,000	3.56%	84	May-18	06/12/25	Yes	06/30/2018	\$75,000.00	\$4,635.29	\$70,364.71	\$1,011.92	Payments begin 7/12/18
Totals								\$295,216.25	\$24,702.91	\$270,513.34	\$4,608.75	
Grand Total								\$295,216.25	\$24,702.91	\$270,513.34		AMP
December 31, 2018 Cash-Balance												
	\$74,059.46	Citizens Bank Balance including INT on Account										
	<u>-\$200.67</u>	MUNIS INT on account due to IDIS										
	\$73,858.79											
Grand Total Available to Lend	\$73,858.79											

## ROCHESTER MAIN STREET

The board of directors spent an afternoon visiting the downtown businesses. The purpose was to hand out the 2019 events list to ensure everyone knows a head of time what is happening in the downtown. The economic vitality committee held a workshop on social media this month. Main Street will conduct these workshops quarterly.

## ROCHESTER ECONOMIC DEVELOPMENT COMMISSION

The board received training on how to conduct business retention visits. In April and May, members will collaborate with the Chamber of Commerce and Main Street for business walks in the downtown. The Chamber and the REDC will continue to visit businesses outside of our downtown district. Strafford Regional Planning has offered to assist in a final report out from the surveys, with a report in the fall.



### ROCHESTER FARMERS MARKET

*Additional sponsors needed:* The Farmer's Market is looking for a sponsor to keep the Snap/EBT program, an essential part of the market mission to serve all Rochester community members, including low to moderate-income participants, providing delicious, fresh fruits, vegetables, dairy and meats.

### JENNIFER MURPHY AUBIN, EXECUTIVE SECRETARY & MARKETING MANAGEMENT/SPECIAL PROJECTS

#### UNH MBA PROGRAM

Executive Aubin, in collaboration with Chief Assessor Rice and GIS Technician Camara, are working with Professor Robb Atkinson, of UNH Peter T. Paul College of Business and Economics, and two MBA students, to develop an Opportunity Zone Investment Prospectus for the City. Executive Aubin is the daily needs point person for the project, working on a weekly basis with Professor Atkinson to provide introduce stakeholders – statewide, regional and local, host meetings and provide resources on workforce development, talent, private industry, arts/culture and the creative economy, TIF district information, housing market and values. She is editing content, along with providing graphic design work on the final document to align with the city's brand.

The project will culminate over the next few weeks, with a presentation at the UNH campus and Council. Executive Aubin is fielding daily calls on Opportunity Zones; the Prospectus will serve as helpful tool to illustrate the census tracts, along with potential sites, for investors and site selectors.

#### BUXTON RETAIL MATCHES

Specialist Marsh and Executive Aubin are finalizing the list of retail matches with family friendly entertainment, sporting goods, restaurants, furniture, and specialty/health food stores are just some of the target industries as priorities.

### REDEVELOPING MALLS – AMMENITIES ADD VALUE

"Brookfield Square in suburban Milwaukee will have a movie theater tavern and Whirly ball game venue by the end of the year, Wisconsin Public Radio reported. The shopping center has struggled since anchor stores Sears and Boston Store left in 2018.

"Consumers are starting to look for more entertainment and experience focused retail," said Stacey Keating, a representative for Chattanooga, Tennessee-based CBL Properties, which owns Brookfield Square.

Garrick Brown, a national retail researcher with Cushman & Wakefield, a real estate services company, said, "Adding housing or medical centers may help make locations viable."

Excerpt from *SmartBrief*

<https://www.charlotteobserver.com/news/business/national-business/article228946754.html>



## GRANITE RIDGE DEVELOPMENT DISTRICT

Executive Aubin and Manager Pollard reviewed the files on the prior feasibility study, with plans to update it to take into account the activity and development over the years. The first building out analysis for conceptual tax increment financing district, NH RT 11 conducted in September 2006.

## BUSINESS RETENTION – OUTREACH TO DOWNTOWN

Executive Aubin is drafting a letter to go to all businesses to update them of the business retention visits planned over the course of spring/summer. Members of the Rochester Economic Development Commission, along with Rochester Main Street and the Chamber, are planning visiting the downtown businesses, gaining feedback to compile into a downtown report in the fall.

## STRONG TOWNS

Senior Planner Mears asked for promotional assistance to get the word out about event, Strong Towns, an “international movement to make communities across the United States and Canada financially strong and resilient.” Speaker Chuck Marohn, is the founder and President, a Professional Engineer (PE) and member of the American Institute of Planners (AICP). He shares insights from economic development practices and examples from around the world. He will be at the Rochester Performing Art Center, Monday, April 1<sup>st</sup> at 6:30 PM.



*LEFT: POP UP SHOPS  
An example of small business development in which small, low cost, low impact spaces are placed in dormant areas of a downtown for business to gain affordable access to market and provide exposure for their products/services. It generates more foot traffic and supports the small but vibrant downtown business sector.*



## ARTS & CULTURE – 7<sup>TH</sup> ANNUAL ART AWARDS

Save the date: Monday, August 19, 6:00 PM – 8:00 PM.



## WINGS & WHEELS

Executive Aubin designed the 2019 Wings & Wheels logo for the event and volunteer t-shirts.

Save the Date: Saturday,  
June 1, 2019, 10 AM – 3:00  
PM.

## JULIAN LONG, CDBG COORDINATOR & GRANTS MANAGER

### COORDINATOR REPORT

Prepared by the Community Development Coordinator

March 2019

### CONTINUING CDBG PROJECTS

**School Department Chairlift Projects:** The Maple St. Magnet School chairlift project has finished. The Community Development Coordinator has received the payroll forms but is still following up with the contracted company regarding additional supporting documentation. The Spaulding High School chairlift project is still scheduled for the April vacation week.

### CDBG PROGRAM

**FY 2019-2020 Annual Action Plan – Bridging the Gaps/Seacoast Youth Services:** The potential fiscal agency relationship between Seacoast Youth Services and Bridging the Gaps has fallen through. Instead, Bridging the Gaps is in the process of establishing a fiscal agency relationship with the Rochester Child Care Center. Thus far, Seacoast Youth Services has not responded to requests as to if they are still interested in proceeding with their CDBG grant application and the project described. Bridging the Gaps is interested in proceeding with its own teen center project, but given that it is transitioning to an all-volunteer model, it does not have a solid timeline for when it would be able to do so. It is the recommendation of the Community Development Coordinator that the Committee recommend reallocation of the \$2,000 from SYS/BTG to another public service agency activity. The Community Development Coordinator further suggests that these funds might be reallocated to either Tri-City Co-op or SOS Recovery, as they both provide services roughly akin to those provided by SYS/BTG.



## FY 2019-2020 ENVIRONMENTAL REVIEWS

The Community Development Coordinator has started work on the environmental review for the Riverwalk Committees' proposed kayak/canoe launch project, in anticipation of this project receiving full City Council approval. As the project involves construction on waterways, the environmental review for this project will involve multiple federal and state agency consultations, so beginning this review early will help avoid lengthy project delays.

## FY 2020-2025 CONSOLIDATED PLAN

The Community Development Coordinator has continued the drafting process for the FY 2020-2025 Consolidated Plan. The plan will be due concurrent with the FY 2020-2021 Annual Action Plan in May 2021.

## NON-CDBG GRANT ACTIVITIES

**Curtains without Borders – East Rochester Fire Station Curtain:** Christine Handsel, the director of Curtains without Boards ([www.curtainswithoutborders.org](http://www.curtainswithoutborders.org)), has contacted the City of Rochester regarding the East Rochester fire station's historic stage curtain and the 2019 Moose Plate Grant. The Moose Plate grant letter of intent for conservation of publicly owned historic art/resources is due May 3, 2019, and the full application is due June 14, 2019. In late 2017, the Community Development Committee viewed both the curtain and the fire station but decided not to pursue curtain restoration and preservation at the time.

## BRIDGING THE GAPS

The Community Development Coordinator attended the final Bridging the Gaps meeting before the end of the grant to discuss the transition of Bridging the Gaps to an all-volunteer model. The final progress report to SAMSHA has been submitted, and the Community Development Coordinator is preparing the final grant closeout documents for submission to SAMHSA, as well.

## RIVERWALK COMMITTEE

The Riverwalk Committee has been awarded a New Hampshire Recreational Trails Program grant for \$80,000. The Community Development Coordinator has assisted the Riverwalk Committee in obtaining a Phase IB archaeological survey that is required by the state before the project can commence.

## VOCA GRANT

The City of Rochester has been awarded FY 20 VOCA continuation grant funding. The Community Development Coordinator has drafted and submitted the third quarter financial report to the New Hampshire Department of Justice.

## EMPG GRANT

The Community Development Coordinator assisted the Fire Department and IT in drafting an application requesting funds for emergency operations technology upgrades at the main fire station. This grant application was awarded about \$50,000.

## CITY HALL ANNEX

As part of the ongoing requirements of the Land and Community Heritage Investment Program (LCHIP) grant that partially funded the historic façade restoration on the City Hall Annex building, the Community Development Coordinator drafted and submitted the annual building report in December 2018, with assistance from the Department of Public Works. The LCHIP program has sent us \$200 as an "incentive bonus" for filing our annual report on time.

## OTHER ITEMS:

### HOME FOR ALL (FORMERLY GREATER SEACOAST COALITION TO END HOMELESSNESS)

The Community Development Coordinator has worked with coalition leadership to draft a grant application to the United Way of the Greater Seacoast for continuation funding for the coalition.

### "8 THINGS YOUR TOWN CAN DO TO ADD MORE HOUSING (WITHOUT SPENDING A DIME)"

This blog post from the organization Strong Towns discusses municipal-level actions that can be taken to address housing shortages and housing affordability. Such proposed actions include ADU ordinances, lowered minimum lot sizes, elimination of minimum parking requirements, allowance of residential development in commercial zones, permission of duplexes and triplexes in single-family zones, and streamlining of discretionary review processes. (<https://www.strongtowns.org/journal/2019/2/27/8-things-your-town-can-do-to-add-more-housing-without-spending-a-dime>)


## REPORT ATTACHMENTS

### **"8 Things Your Town Can Do to Add More Housing (Without Spending a Dime),"**

Strong Towns (February 27, 2019)

**STRONG  
TOWNS**

**ABOUT    EVENTS    PODCAST**  
**CONNECT    STRONGEST TOWN**  
**STRONG TOWNS: THE BOOK**  
**JOIN THE MOVEMENT**



# 8 THINGS YOUR TOWN CAN DO TO ADD MORE HOUSING (WITHOUT SPENDING A DIME)

FEBRUARY 27, 2019

BY NOLAN GRAY

Housing affordability is often treated as a “big city” problem. The reality is that housing affordability is a [nationwide issue](#), affecting big cities, suburbs, and small towns alike. What’s a

Strong Town to do? As with transportation, some like to write off housing affordability as a problem of insufficient funding. "If only we spent more money," the thinking goes, "we could tackle housing affordability." Indeed, more funding is needed for homeless shelters and housing vouchers for low-income families.

But this argument belies two key points: First, we realistically need far more new housing than subsidies could ever possibly provide. Second, policymakers already have a buffet of policies they could adopt that would increase housing affordability and accessibility without spending a dime of taxpayer dollars. If your town is serious about tackling the housing affordability crisis, consider adopting one or more of the following policies:

### **Adopt an ADU ordinance.**

Accessory dwelling units, or ADUs, are secondary units that go in the unused attics, basements, or garages of single-family homes. Traditionally known as "granny flats" or "casitas," ADUs are affordable-by-design thanks to their low construction costs and inherently small size. Beyond merely expanding the supply of affordable housing, ADUs also create a new stream of income for homeowners who may be at risk of displacement and put more housing in traditionally high-income, high-opportunity single-family neighborhoods.



Source: Amanda via [Flickr](#)

Best for: Built-out towns with a lot of single-family detached housing

Example: [Portland, Oregon](#)

### **Lower minimum lot sizes.**

Minimum lot sizes force homes to consume more land than residents might otherwise want. Since land is such a major cost in building a home, a large minimum lot size can substantially increase the cost of housing. If your town requires a minimum lot size in excess of 5,000 square feet for single-family homes, you should pursue reform with all due haste. More and more cities are dropping their minimum lot sizes down to as low as 1,400 square foot. Beyond allowing for more housing, smaller lot sizes also help to reduce

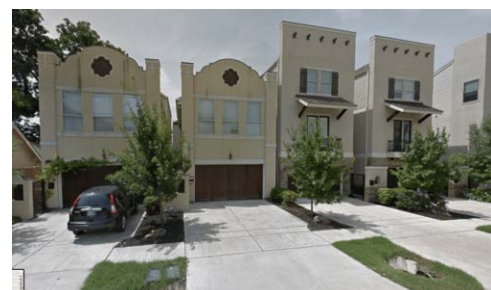


Image: City Observatory



suburban expansion and make infill easier, minimizing the strain on municipal services and infrastructure.

Best for: Expanding towns with remaining infill greenfield opportunities

Example: [Houston, Texas](#)

## **Eliminate minimum parking requirements.**

As the urban economist Donald Shoup [points out](#), there ain't no such thing as free parking. Parking is incredibly expensive to build, as developers must either purchase more land for large surface lots or build costly parking structures. These requirements can—[and often do](#)—make apartments in urban areas financially and physically infeasible. Why not eliminate them? Let developers and residents—the folks with skin in the game—figure out how much parking is actually needed. As a happy side effect, you might get fewer people owning cars and more people walking, bicycling, or taking transit around town.



Image: Ohio Redevelopment Projects via [Flickr](#)

Best for: Built-out urban towns with lots of multifamily infill opportunities

Example: [Cincinnati, Ohio](#)

## **Allow residential development in commercial zones.**

Retail is in a tough spot. With the rise of online shopping and shifting consumer preferences, more and more cities are dealing with the problem of [underutilized retail space](#) along major corridors. One way to deal with this—while also adding more housing—is to allow mixed-use multifamily development in these areas. This could kill two birds with one stone, putting blighted, underutilized land back to use as vibrant, new neighborhoods.



Image: MrTinDC via [Flickr](#)

Best for: Towns with a lot of underutilized strip retail

Example: [Lexington, Kentucky](#)

## Permit duplexes and triplexes in single-family zones.

Single-family zoning blocks the development of anything more than a single-family home—no duplexes, no apartments, no local retail. In many towns, these zones cover as much as 70 percent of developable land. Beyond blocking new housing, single-family zoning is a problem for two other reasons: First, it enforces a spread-out, auto-oriented, and [costly-to-maintain](#) development pattern. Second, it has traditionally been used to enforce economic and racial segregation. Simply allowing current single-family neighborhoods to host small multifamily buildings like duplexes, triplexes, and fourplexes could be transformative.



Image: Wikimedia Commons

Best for: Built-out towns with a lot of single-family zoning

Example: [Minneapolis, Minnesota](#)

## Speed up the discretionary review process.

In some towns, all development proposals are [forced to go through a long and complicated process](#) of discretionary review just to secure permits. All of this time and added risk will scare off the small, local developers your town needs to incrementally grow. This is an easy fix: First, sit down with your planning and permitting office to make sure that review timelines are clear and tight. Second, cut out unnecessary discretionary review for small, compliant proposals and require public hearings sparingly. Finally, as much as possible, ensure that desirable projects can occur [as-of-right](#).



Vacant lot in San Francisco. Image: donte via [Flickr](#)

Best for: Any town where the majority of development proposals must undergo discretionary review

Example: [San Francisco, California](#)

## Give a floor area bump for desirable developments.

Many towns put so much stock in discretionary review because it gives them a chance to negotiate with developers for public benefits. But if there's something that your town wants—like below-market rate units, or extra open space, or certain design standards—offer a bump in permitted floor area in exchange up front.

This turns a zero-sum negotiation into a win-win situation: the community gets an amenity and the developer can build more apartments. Just be sure that the extra floor area is enough to cover the added cost.

Best for: Built-out towns with a lot of development pressure

Example: [New York City](#).



Image: Lars Plougmann via [Flickr](#)

## Allow more apartments in transit-rich areas.

Transit isn't cheap to build and maintain. Yet many towns undercut its impact by [restricting new housing](#) near train stations and along bus routes. This is a major missed opportunity to create car-free housing and relieve traffic congestion. If your town has busy transit hubs, pay special attention to making sure that it's easy to add mixed-use, multifamily development nearby. And if your state allows it, [use that new development to pay for transit](#) with a [value capture](#) tax.



Image: Wikimedia Commons

Best for: Towns with rail or bus transit hubs

Example: [Seattle, Washington](#)

*(Cover photo: Gateway College and Career Academy. Creative Commons License)*

You might also like...



### Question of the Week: How Do I Pitch Gradual Upzoning to My City as a Housing Affordability Strategy?

Every week, we take one of the best questions submitted to the Strong Towns Knowledge Base and answer it. This week, we tackle the arguments for allowing more housing across the board in your city, from a Strong Towns perspective.

Mar 22, 2019 · Daniel Herriges



### 8 Things Your Town Can Do to Add More Housing (Without Spending a Dime).

Not every city's situation is the same—but just about every city that needs more homes could benefit from one or more of these policies.

Feb 27, 2019 · Nolan Gray



### Only 1 in 5 U.S. Households is a Nuclear Family. Our Housing Stock Hasn't Caught Up.

*Making Room: Housing for a Changing America* is a new report from the AARP and the National Building Museum that explores how the way Americans live together has changed—and how our housing stock hasn't, but could.

Feb 26, 2019 · Daniel Herriges



### Nolan Gray

Nolan Gray has been a regular contributor for Strong Towns since 2016. He is an urban planning researcher and a contributor to [Market Urbanism](#). He lives in New York City.

[Twitter](#) | [LinkedIn](#)

13 [Comments](#) ♥ 3 [Likes](#) ➦ [Share](#)

Posted in [Gray](#), [Housing](#), [Top Story](#) and tagged with [housing affordability](#), [missing middle](#)



## Rochester Main Street 2019 SPRING/ SUMMER EVENTS

### Comedy Night

February 1, doors at 7:00pm,  
show at 8:30pm  
Curlies Comedy Club

### Sidewalk Talk

February 14, 8:00-9:00am  
Tanya Lee Hervey Photography

### Business Development Workshop

March 28, 9:00-10:00am  
City Hall Annex

### Sidewalk Talk

April 11, 8:00-9:00am  
Location RiverStones Custom  
Framing

### Rochester Cares Clean-up Day

April 13, 9:00am-2:00pm  
Downtown Rochester

### Flower Barrels Repotting

April 17, 5:30pm  
Studley Flower Gardens

### Superhero Breakfast

April 27, 9:00am-11:00am  
Curlies Comedy Club

### Superhero Trivia

April 30, 7:00pm – 8:30pm  
Revolution

### Free Comic Book Day

May 4, 10:00am-4:00pm  
Downtown Rochester

### Annual Meeting & Downtown Awards

May 7, 7:30-9:00am  
Frisbie Memorial Hospital

### Wine in the Garden

June 5, 6:00-8:30pm  
Studley's Flower Gardens

### Sidewalk Talk

June 13, 8:00-9:00am  
Location Federal Savings Bank

### Fireworks Festival

July 3, 5:00pm-8:00pm  
Rochester Community Center

### Business Development Workshop

July 11, 9:00-10:00am

### Sidewalk Talk

August 8, 8:00-9:00am

### Gay Pride Festival

August 24, 12:00-3:00pm

## FALL/ WINTER EVENTS

### Business Development Workshop

September 12, 9:00-10:00am

### National Thank a Police Officer Day

September 21

### Decorate Scarecrows

September 28

### PorchFest Music Festival

September 29, 12:00-5:00pm

### Sidewalk Talk

October 10, 8:00-9:00am

### Chamber Expo

October 16, 5:00-7:00pm  
Rochester Community Center

### Halloween Spooktacular

October 25  
Trick-or-Treat, 4:00pm – 6:00pm  
Zombie Walk, 6:00-7:00pm

### Business Development Workshop

November 14, 9:00-10:00am

### Small Business Saturday

November 30  
Downtown

### Festival of Trees

December 6, 6:00-8:00pm (after  
tree lighting)  
December 7, 4:00-8:00pm  
Studley's Flower Gardens

### December With Santa Series

Includes Business After Hours/  
Holiday Stroll  
Various dates & times

### Holiday Stroll/ Business After Hours

approx.. December 10, 5:30-  
7:00pm  
Various Locations

### Sidewalk Talk- Coffee with the Mayor

December 12, 8:00-9:00am

## ONGOING OCCURRENCES

### Main Street Moments

Welcome Packages  
Business Spotlight Videos

Summary of Job Loan Principal Balances												
As of DECEMBER 31, 2018												
Recipient Name	Loan Amount	Original Interest %	Original Term Months	Original Loan Date	Final Payment MO/YR	Pmts Up To Date ?	FY18 FYE Principal		FY19 Principal Collected	FY19 Dec-18 Principal Bal	FY19 Payment Amount	Notes
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P1T2	\$50,000	2.81%	84	Feb-17	03/12/24	Yes	06/30/2018	\$31,348.31	\$1,613.38	\$29,734.93	\$340.80	Payments begin April-17
Rochester Eye Care	\$60,000	2.62%	240	Feb-16	03/12/36	Yes	06/30/2018	\$54,708.92	\$1,218.71	\$53,490.21	\$321.46	Payments begin April-16
Seacoast Gymnastics	\$30,000	2.63%	84	Mar-16	09/15/23	Yes	06/30/2018	\$23,008.07	\$2,057.34	\$20,950.73	\$391.35	Payments begin Oct-16
White Birch Ammo	\$75,000	3.19%	84	Oct-17	11/12/24	Yes	06/30/2018	\$74,133.37	\$5,248.35	\$68,885.02	\$1,065.86	Principal payments begin 6/12/18
Flexographic Print Solutions LLC	\$75,000	3.56%	84	May-18	06/12/25	Yes	06/30/2018	\$75,000.00	\$4,635.29	\$70,364.71	\$1,011.92	Payments begin 7/12/18
Totals								\$295,216.25	\$24,702.91	\$270,513.34	\$4,608.75	
Grand Total								\$295,216.25	\$24,702.91	\$270,513.34		AMA

## December 31, 2018 Cash-Balance

\$74,059.46 Citizens Bank Balance including INT on Account

-\$200.67 MUNIS INT on account due to IDIS

\$73,858.79

## Grand Total Available to Lend

\$73,858.79

# FINANCE COMMITTEE

## Agenda Item

04/11/2019

**Agenda Item Name:** Monthly Financial Statements Summary – as of March 31, 2019.

For the full detail report, click here: [March 2019 Financial Detail Report](#)

### **Revenues Summary – General Fund, Enterprise Funds**

<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
11011 ECONOMIC DEVELOPMENT REV	\$ -	\$ 240.00	\$ (240.00)	100.0
11031 CITY CLERK REVENUE	\$ 113,210.00	\$ 75,742.15	\$ 37,467.85	66.9
11051 ASSESSORS REVENUES	\$ -	\$ 198.00	\$ (198.00)	100.0
11061 BUSINESS OFFICE REVENUE	\$ 100,000.00	\$ 447,744.76	\$ (347,744.76)	447.7
11062 BUSINESS OFFICE REVENUE	\$ 1,000.00	\$ 71.55	\$ 928.45	7.2
11071 TAX COLLECTOR REVENUE	\$ 31,577,911.00	\$ 31,282,732.14	\$ 295,178.86	99.1
11072 TAX COLLECTOR REVENUE	\$ 2,029.00	\$ -	\$ 2,029.00	0.0
11081 GENERAL OVERHEAD REVENUE	\$ 4,713,784.00	\$ 2,943,632.99	\$ 1,770,151.01	62.4
11082 GENERAL OVERHEAD REVENUE	\$ 1,548,683.00	\$ 1,548,683.19	\$ (0.19)	100.0
11091 PUBLIC BLDGS REVENUE	\$ -	\$ 18,965.69	\$ (18,965.69)	100.0
11101 PLANNING	\$ 16,250.00	\$ 35,137.80	\$ (18,887.80)	216.2
11201 REV LEGAL OFFICE	\$ 50,000.00	\$ 37,965.33	\$ 12,034.67	75.9
12011 POLICE CITY REVENUE	\$ 277,850.00	\$ 303,794.71	\$ (25,944.71)	109.3
12021 FIRE CITY REVENUE	\$ 23,000.00	\$ 26,871.96	\$ (3,871.96)	116.8
12022 FIRE STATE REVENUE	\$ 52,668.00	\$ 6,750.00	\$ 45,918.00	12.8
12031 DISPATCH CENTER	\$ 60,290.00	\$ 59,354.91	\$ 935.09	98.4
12041 CODE ENFORCEMENT REVENUE	\$ 394,025.00	\$ 342,285.74	\$ 51,739.26	86.9
13011 PUBLIC WORKS REVENUE	\$ 33,700.00	\$ 41,611.50	\$ (7,911.50)	123.5
13012 STATE HIGHWAY SUBSIDY	\$ 634,612.00	\$ 507,689.36	\$ 126,922.64	80.0
14011 WELFARE REVENUE	\$ 5,000.00	\$ 3,893.33	\$ 1,106.67	77.9
14021 RECREATION REVENUE	\$ 122,000.00	\$ 110,627.61	\$ 11,372.39	90.7
14031 LIBRARY REVENUE	\$ 16,050.00	\$ 8,304.11	\$ 7,745.89	51.7
1000 GENERAL FUND	\$ 39,742,062.00	\$ 37,802,296.83	\$ 1,932,019.28	89.6
<u>ACCOUNT DESCRIPTION</u>	<u>REVISED ESTIM REV</u>	<u>ACTUAL YTD REVENUE</u>	<u>REMAINING REVENUE</u>	<u>% COLL</u>
5001 WATER ENTERPRISE FUND	\$ 7,119,368.00	\$ 2,518,860.05	\$ 4,600,507.95	35.4
5002 SEWER ENTERPRISE FUND	\$ 8,819,805.00	\$ 3,073,189.13	\$ 5,746,615.87	34.8
5003 ARENA ENTERPRISE FUND	\$ 393,979.00	\$ 377,670.43	\$ 16,308.57	95.9
6000 COMMUNITY CENTER SP REV F	\$ 841,000.00	\$ 617,862.72	\$ 223,137.28	73.5

**Expense Summary – General Fund, Enterprise & Special Revenue Funds**

ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
11000051 CITY MANAGER	\$ 438,369.00	\$ 339,948.48	\$ 21,740.15	\$ 76,680.37	82.50
11012351 ECONOMIC DEVELOPMENT	\$ 484,119.00	\$ 383,164.00	\$ 14,579.36	\$ 86,375.64	82.20
11020050 MUNICIPAL INFORMATION	\$ 714,027.00	\$ 493,992.86	\$ 67,756.90	\$ 152,277.24	78.70
11030051 CITY CLERK	\$ 318,511.00	\$ 227,770.81	\$ 12,652.84	\$ 78,087.35	75.50
11040050 ELECTIONS	\$ 49,277.00	\$ 42,136.49	\$ 50.00	\$ 7,090.51	85.60
11050070 ASSESSORS	\$ 441,830.00	\$ 316,860.04	\$ 3,759.22	\$ 121,210.74	72.60
11060051 BUSINESS OFFICE	\$ 531,638.00	\$ 305,960.89	\$ 2,028.65	\$ 223,648.46	57.90
11063151 HUMAN RESOURCES	\$ 179,804.00	\$ 127,323.94	\$ 7,333.31	\$ 45,146.75	74.90
11070070 TAX COLLECTOR	\$ 364,463.00	\$ 252,323.31	\$ 8,161.20	\$ 103,978.49	71.50
11080050 GENERAL OVERHEAD	\$ 725,934.00	\$ 389,775.08	\$ 86,642.08	\$ 249,516.84	65.60
11090050 PB CITY WIDE 50	\$ 658,623.00	\$ 447,464.62	\$ 9,998.37	\$ 201,160.01	69.50
11090051 PB CITY HALL 51	\$ 66,635.00	\$ 59,646.82	\$ 10,434.40	\$ (3,446.22)	105.20
11090052 PB OPERA HOUSE 52	\$ 44,815.00	\$ 33,328.34	\$ 8,234.83	\$ 3,251.83	92.70
11090054 PB CENTRAL FIRE 54	\$ 10,959.00	\$ 6,967.83	\$ 331.40	\$ 3,659.77	66.60
11090055 PB GONIC FIRE 55	\$ 10,544.00	\$ 7,368.57	\$ 373.00	\$ 2,802.43	73.40
11090056 PB LIBRARY 56	\$ 18,920.00	\$ 18,696.38	\$ 182.99	\$ 40.63	99.80
11090057 PB DPW GARAGE 57	\$ 11,874.00	\$ 10,330.42	\$ 559.09	\$ 984.49	91.70
11090059 PB ER FIRE STATION 59	\$ 750.00	\$ 401.37	\$ 61.65	\$ 286.98	61.70
11090061 PB HISTORICAL MUSEUM	\$ 1,440.00	\$ 621.71	\$ 553.70	\$ 264.59	81.60
11090063 PB HANSON POOL 63	\$ 5,005.00	\$ 1,108.16	\$ (389.28)	\$ 4,286.12	14.40
11090064 PB GONIC POOL 64	\$ 7,380.00	\$ 587.32	\$ (186.92)	\$ 6,979.60	5.40
11090065 PB EAST ROCHESTER POO	\$ 2,650.00	\$ 575.00	\$ (202.37)	\$ 2,277.37	14.10
11090068 PB GROUNDS 68	\$ 9,285.00	\$ 5,803.17	\$ (500.00)	\$ 3,981.83	57.10
11090069 PB DOWNTOWN 69	\$ 17,000.00	\$ 6,321.18	\$ 2,407.02	\$ 8,271.80	51.30
11090070 PB REVENUE BUILDING 7	\$ 22,170.00	\$ 15,976.16	\$ 1,587.18	\$ 4,606.66	79.20
11090071 PB PLAYGROUNDS 71	\$ 1,000.00	\$ -	\$ 81.40	\$ 918.60	8.10
11090075 PB NEW POLICE STATION	\$ 21,160.00	\$ 18,739.95	\$ 2,402.97	\$ 17.08	99.90
11090077 PB ANNEX	\$ 23,022.00	\$ 1,915.26	\$ 1,103.80	\$ 20,002.94	13.10
11102051 PLANNING	\$ 393,353.00	\$ 276,415.40	\$ 8,967.71	\$ 107,969.89	72.60
11200051 LEGAL OFFICE	\$ 562,815.00	\$ 373,174.70	\$ 4,177.58	\$ 185,462.72	67.00
12010053 PD ADMINISTRATIVE SER	\$ 1,906,242.00	\$ 1,426,648.16	\$ 60,016.57	\$ 419,577.27	78.00
12012453 PD PATROL SERVICES	\$ 4,825,061.94	\$ 3,152,849.18	\$ 5.50	\$ 1,672,207.26	65.30
12012553 PD SUPPORT SERVICES	\$ 413,351.00	\$ 294,142.95	\$ -	\$ 119,208.05	71.20
12020054 FIRE DEPARTMENT	\$ 4,557,644.00	\$ 3,198,739.21	\$ 64,182.76	\$ 1,294,722.03	71.60
12020055 FIRE DEPT 55 GONIC SU	\$ 28,735.00	\$ 13,118.45	\$ 5,125.85	\$ 10,490.70	63.50
12020754 CALL FIRE	\$ 31,207.00	\$ 11,137.24	\$ -	\$ 20,069.76	35.70
12023354 EMERGENCY MANAGEMENT	\$ 56,168.00	\$ 5,484.52	\$ -	\$ 50,683.48	9.80
12030153 DISPATCH CENTER	\$ 746,982.00	\$ 531,346.90	\$ 6,954.59	\$ 208,680.51	72.10
12040051 CODE ENFORCEMENT	\$ 586,179.00	\$ 428,446.31	\$ 5,309.59	\$ 152,423.10	74.00
12050050 AMBULANCE	\$ 59,874.00	\$ 29,936.96	\$ 29,937.04	\$ -	100.00
13010057 PUBLIC WORKS	\$ 2,193,936.00	\$ 1,540,673.72	\$ 276,457.20	\$ 376,805.08	82.80
13010957 WINTER MAINTENANCE	\$ 537,513.00	\$ 524,269.70	\$ 4,502.74	\$ 8,740.56	98.40
13020050 CITY LIGHTS	\$ 243,000.00	\$ 145,624.42	\$ 14,123.94	\$ 83,251.64	65.70
14010051 WELFARE	\$ 485,861.00	\$ 330,489.77	\$ 3,252.92	\$ 152,118.31	68.70
14022072 RECREATION ADMINISTRA	\$ 629,753.00	\$ 457,132.09	\$ 5,383.14	\$ 167,237.77	73.40
14022150 RECREATION PLAYGROUND	\$ 94,985.00	\$ 81,866.31	\$ (963.03)	\$ 14,081.72	85.20
14022250 RECREATION POOLS	\$ 81,405.00	\$ 72,917.50	\$ 2,388.11	\$ 6,099.39	92.50
14030056 LIBRARY	\$ 1,235,879.00	\$ 896,002.75	\$ 28,821.94	\$ 311,054.31	74.80
15000051 COUNTY TAX	\$ 6,395,447.00	\$ 6,395,447.00	\$ -	\$ -	100.00
17010051 TRANSFERS/PAYMENTS DE	\$ 4,295,199.00	\$ 4,015,878.37	\$ -	\$ 279,320.63	93.50
17030050 OVERLAY	\$ 256,748.00	\$ 93,979.93	\$ -	\$ 162,768.07	36.60
17040051 TRANSFER TO CIP & OTH	\$ 3,483,520.06	\$ 3,483,520.06	\$ -	\$ -	100.00
<b>1000 GENERAL FUND</b>	<b>\$ 39,282,062.00</b>	<b>\$ 31,294,349.76</b>	<b>\$ 780,381.09</b>	<b>\$ 7,207,331.15</b>	<b>81.70</b>
ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5001 WATER ENTERPRISE FUND	\$ 7,119,368.00	\$ 4,556,853.20	\$ 82,059.59	\$ 2,480,455.21	65.20
5002 SEWER ENTERPRISE FUND	\$ 8,819,805.00	\$ 5,374,869.05	\$ 277,532.57	\$ 3,167,403.38	64.10
5003 ARENA ENTERPRISE FUND	\$ 393,979.00	\$ 294,700.72	\$ 15,954.43	\$ 83,323.85	78.90
6000 COMMUNITY CENTER SP REV F	\$ 841,000.00	\$ 577,669.01	\$ 89,773.67	\$ 173,557.32	79.40



**Planning & Development Department**  
**City Hall Annex**  
**33 Wakefield Street**  
**ROCHESTER, NEW HAMPSHIRE 03867-1917**  
**(603) 335-1338 - Fax (603) 330-0023**  
**Web Site: <http://www.rochesternh.net>**

Planning Board  
 Conservation Commission  
 Historic District Commission  
 Arts & Culture Commission

## **PLANNING & DEVELOPMENT DEPARTMENT MONTHLY REPORT FOR MARCH 2019**

The Planning Board and Historic District Commission (HDC) held their regular meetings in March. The Conservation Commission and Arts & Culture Commission did not meet in March. You will find the summaries of the agendas and discussions further down in this report. The Planning Board also held a workshop meeting. They discussed City Council comments and questions regarding the Zoning amendments regarding density in the Downtown Commercial District. They recommended some changes to the language and forwarded them to the City Council for a public hearing. The Board was also given an update on surety and inspections, reduced surety for Phase I of the Ridge, and recommended Joe Boudreau and Barbara Holstein for the position of Commissioners on the Strafford Regional Planning Commission.

The Planning & Development Department remains extremely busy in general with many meetings with citizens, developers, and applicants. We also attended the City Council meeting for discussions on the final work product for Density in the Downtown Commercial and the Historic District Overlay and a citizen proposed amendment to the zoning map. We continued working on the Impact Fee methodologies and will be presenting them to the Planning Board in April. They forwarded the Impact Fee material on to the City Council for discussion and will be holding a public hearing on them in April. In addition, we continued working with our consultants, VHB, on the Transportation Master Plan and held our first Steering Committee meeting. We received seven (7) proposals in response to our Request for Proposals (RFP) for updating the Downtown Master Plan Chapter. We are in the process of reviewing them and will keep you updated.

I also participated in the monthly meeting of the Leadership Committee for the Economic Development Division of the American Planning Association, which I am a member. Staff attended a workshop on Nature and the Economy in Concord. Staff also participated in the TRG meetings, Wings & Wheels, Rotary, the New Hampshire Economic Development Association (NHEDA) spring meeting, and the Metropolitan Planning Organization's Technical Advisory Committee (MPO TAC) monthly meeting. We also closed out the MTAG grant on the Density project.

**APPLICATIONS REVIEWED BY THE PLANNING BOARD**

**Farmington Associates, LLC, 60 Farmington Road** (by Tighe & Bond) Request for an extension. Case# 216 – 8,9,10 – GRD – 15 **APPROVED**

**Allen & Major Associates, Inc., 306 North Main Street** Site plan amendment to allow a change of use to change from retail to vehicle service and related site layout changes. Case# 114 – 1 – HC – 19 **APPROVED**

**CBDA Development, LLC, Athenian Drive** (by Bedford Design Consultants) Residential site plan to construct 14 condominium townhomes, two 30-unit apartment buildings and associated parking. Case# 256A – 66 – PUD – 19 **APPROVED**

**APPLICATIONS REVIEWED BY THE CONSERVATION COMMISSION**

The Conservation Commission did not meet this month. However, members did partake in educational trainings and Technical Review Group meetings.

The Commission also continues to partner with UNH Cooperative Extension as they plan for an April 24, 2019 presentation at Rochester City Hall at 6:00 pm regarding the invasive Emerald Ash Borer (exotic insect that has killed hundreds of millions of trees in North America).

**APPLICATIONS REVIEWED BY THE HISTORIC DISTRICT COMMISSION**

The HDC meet on March 13, 2019. There was one Certificate of Approval on the agenda.

**Service Credit Union 83 South Main Street**, Certificate of Approval for exterior renovation changes Case# HDC 125-203– DTC – 19

The Planning and Development Department approved one sign for One Wakefield Street Town Square Barber. The Planning Department applied for funding thru the Community Development Block Grant Program for a sign and façade improvement program for the Historic District Commission. This was approved by the Historic District Commission.

**ARTS AND CULTURE COMMISSION ACTIVITIES**

The Arts and Culture Commission did not meet this month.

Respectfully submitted,

James B. Campbell, AICP  
*Director of Planning & Development*



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City Clerk's Office

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# Memorandum

**To:** Blaine Cox, City Manager  
Mayor McCarley  
Members of the City Council

**From:** Lauren Krans, Recreation & Arena  
**Date:** April 9, 2019  
**Re:** March 2019 Department Report

Program	March 2019
Adult Co-Ed Pick-Up Basketball	131
Adult Open Gym 30+	34
Adult CO-ED 30+ Basketball League	66
Adult Recreation Ice Hockey League	100
Adult Volleyball	136
Community Coffee	9
Parent/Child Open Gym	105
Restorative Meditation	1
Senior Art	28
Senior Breakfast	68
Senior Dance Lessons	11
Senior Pickleball Weekday	271
Senior Power Hour	155
Senior Social	6
Senior Trips	11
Senior Yoga Chair	30
Senior Yoga Gentle	24
Teen Night	98
Youth BBall 1st and 2nd Grade	73
Youth BBall 3rd and 4th boys	70
Youth BBall 3rd and 4th girls	22
Youth BBall 5th and 6th boys	64
Youth BBall 5th and 6th girls	17
Youth BBall 7th and 8th Co-ed	44
Youth BBall High School	77
Sunday Night 18+ Pickleball	23
<b>March 2019 Total Participation</b>	<b>1,531</b>



## Facility Highlights

Sadly March means “ice out” at the Rochester Arena. Our crew was once again hard at work getting the ice up. The facility continues to be used for our Senior Fitness classes during the non-ice season and rink staff will continue to work on facility maintenance and prep for the upcoming ice year.

The Community Center continues to be a buzz of activity. The Rec Office renovations were completed the end of March. Staff is back in the Rec Office and eagerly chipping away at making the new space home. The renovations didn’t slow things down at the “Rec” though! The building was full of activity in March including Youth Basketball playoff games, a regional karate training seminar and multiple days of Roger Allen and Rochester Girls Softball sign ups in our hallways.

In a true show of Rochester spirit, a group of Spaulding seniors took it upon themselves to plan a Rec Youth Basketball vs Spaulding Basketball game. The game was played at SHS and all proceeds went to the SHS Red Raider Pantry. We’re so happy that our Youth Basketball Program has such a following in the city!

## Summer Prep

March always marks the unofficial kick off to our summer preparations. Behind the scenes, Rec staff is busy preparing for summer camp, summer staff hiring and pools. From updating Camp Policies and Procedures, ordering equipment, and evaluating facility needs, our team is busy getting everything ready and organized for the summer ahead!

## You’re Invited!

To celebrate our upgraded office space and the wonderful accomplishments of our department, we will be hosting a Rochester Chamber of Commerce Business After Hours at the Community Center April 30. Anyone interested in attending can register on the Chamber’s website. We hope you will join us to showcase some of the of the many positive things happening in our community!

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City Clerk's Office

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# ROCHESTER FIRE DEPARTMENT

**MARK E. KLOSE**  
CHIEF OF DEPARTMENT

37 Wakefield Street

Rochester NH, 03867  
[www.rochfd.org](http://www.rochfd.org)

Tel (603) 335-7545



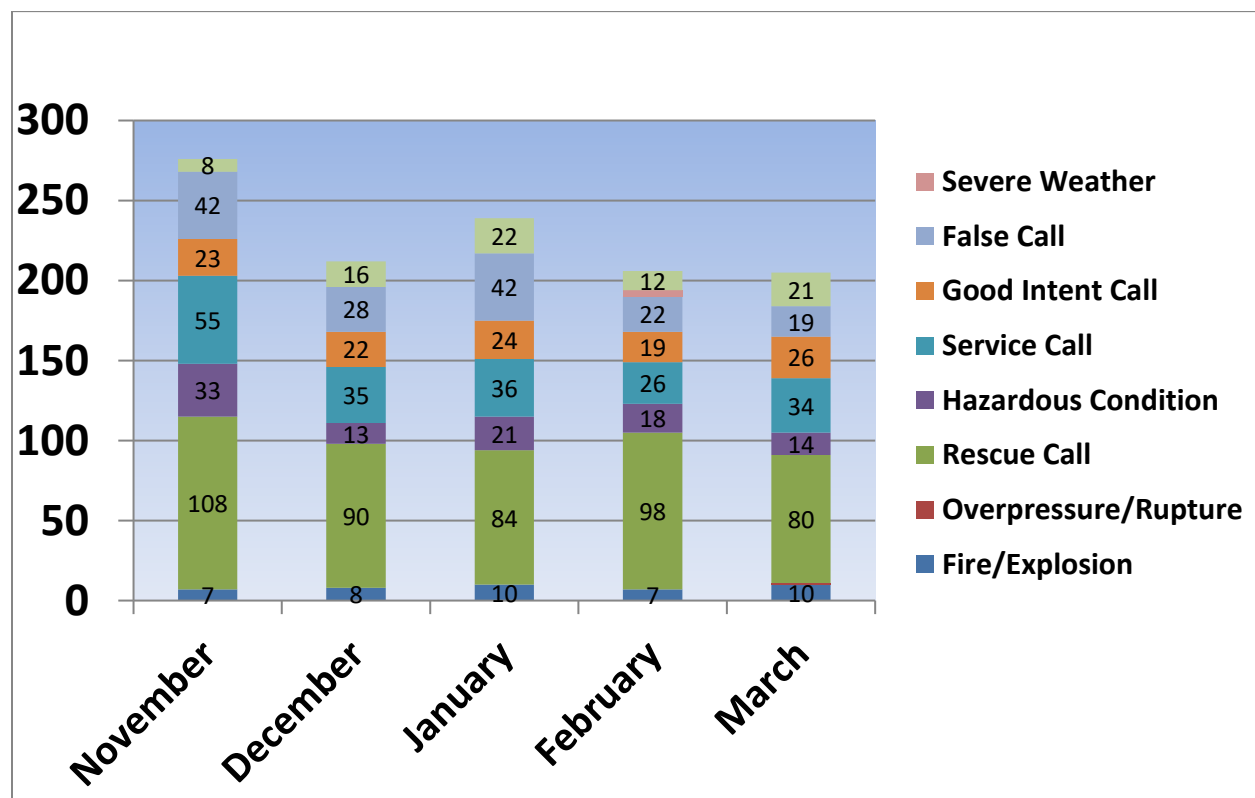
**To:** Blaine Cox, City Manager

**From:** Mark E. Klose, Fire Chief

**Date:** April 5, 2019

**Ref:** Monthly Report for March 2019

On behalf of the Rochester Fire Department, I am pleased to provide you with the following report. The report serves as a summary of the activities, incidents, projects and programs underway within the department.



The above graph shows our runs for Fiscal Year 2019 with March's data shown individually with their respective totals. For the month of March there were 205 calls for service. There have been a total of 2125 calls for Fiscal Year 2019.

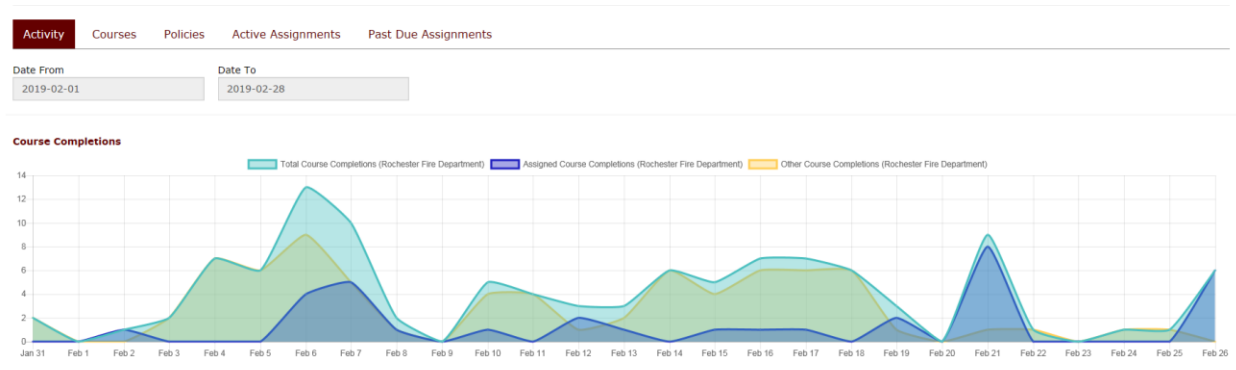
**FIRE DEPARTMENT OPERATIONS**

Managed shift coverage assignments

Managed and organized equipment and supply purchases as needed

Fire Department members spent 1.5 hours each Friday mentoring a student from the Monarch School

Managed apparatus repairs as needed

**TRAINING DIVISION**

The above graph shows total courses and training hours completed in the FireRescue1 Academy. Total courses completed for the month of March were 50. Total number of training hours completed in the month of March were 72.

In-Service training was also completed for the shifts. Total in-service trainings completed for the month of March were 25. Total number of hours completed in the month of March were 30.

Continued to develop standard lesson plans for RFD

20 members completed the National Registry Recertification Standard

Continued to review/edit SOG's and GO's for the RFD

**DEPARTMENT INFORMATION:**

Administration completed necessary shift transfers to equal out shifts to help with overtime.

- 3 Shifts at 9 Firefighters (1 Captain, 1 Lieutenant and 7 Firefighters)
- 1 Shift at 8 Firefighters (1 Captain, 1 Lieutenant and 6 Firefighters[A Shift])
- Manning Station 1 and Gonic Station

The Fire Apparatus Committee continues to work on the new engine with Eastern Fire Apparatus and Toyne

**PERSONNEL:**

All firefighters that needed to complete their renewal of their National and State EMT Licensure did so.

The Rochester Fire Department responded mutual aid to the Town of Berwick, Maine, on Friday, March 1 for a reported structure fire. Within minutes of responding, a MAYDAY was called on the fireground. RFD responded with multiple engines and Chief Officers. RFD Engine 3, as part of the Rapid Intervention Team (RIT) assisted with the

rescue and extrication of Captain Joel Barnes of the Berwick Fire Department. Captain Barnes unfortunately succumbed to his injuries.

AC Tim Wilder, during the rescue, became the overall incident commander. He did an outstanding job in gaining control of a very chaotic situation.

As the Chief of the Department, I'm very proud of each and every member of the Fire Department that played a significant role in assisting and/or supporting the Berwick Fire Department, during and after the tragic event.

#### **RESPONSE ACTIVITY:**

On March 1<sup>st</sup>, Rochester Fire was dispatched to Berwick, ME for a structure fire. Two engines responded, one for station coverage and one to the scene. Engine 3 responded to the scene. While engine 5 was en route to the station for coverage, they were requested on scene. Engine 3 assisted with a firefighter rescue. Engine 5 assisted with assessment of the structure and overhaul. Engine 5 and Engine 3 returned to the City.

On March 2<sup>nd</sup>, Rochester Fire was dispatched to Dover, NH to the North End Station for station coverage. Engine 3 responded to the station. No calls were received while covering the station. Engine 3 returned to Station 2.

On March 5<sup>th</sup>, Rochester Fire was dispatched to Farmington, NH. Engine 5 was canceled just prior to arriving on scene. Engine 5 returned to Station 1.

On March 6<sup>th</sup>, Rochester Fire was dispatched to Farmington, NH for a chimney fire. Engine 5 responded and assisted with the cleanout in the basement. Engine 5 returned to Station 1.

On March 6<sup>th</sup>, Rochester Fire was dispatched to Sanford, ME for station coverage. Truck 1 responded to Sanford. No calls were received while covering the station. Truck 1 returned to Station 1.

On March 15<sup>th</sup>, Rochester Fire was dispatched to Farmington, NH for a reported building fire. Cancelled en route and returned to the City.

On March 16<sup>th</sup>, Rochester Fire was dispatched to Farmington, NH for a chimney fire. Engine 3 responded to the scene.

On March 17<sup>th</sup>, Rochester Fire was dispatched to Milton, NH for a structure fire. Engine 5 responded to the scene and assisted crews with extinguishing a large barn fire. Engine 5 was released by Command and returned to Station 1.

On March 19<sup>th</sup>, Rochester Fire was dispatched to Barrington, NH Elementary School. Engine 3 was canceled en route to Barrington and returned to Station 1.

On March 25<sup>th</sup>, Rochester Fire was dispatched to North Berwick, ME. Engine 7 was canceled en route to North Berwick and returned to Station 1.

On March 27<sup>th</sup>, Rochester Fire was dispatched to Somersworth, NH for a building fire. Engine 5 responded to the scene to stage. Engine 5 was released by Command and returned to Station 1.

On March 28<sup>th</sup>, Rochester Fire was dispatched to Berwick, ME for station coverage.

On March 29<sup>th</sup>, Rochester Fire was dispatched to Alton, NH for station coverage. Upon arrival to Alton's Central Station, Engine 7 assisted with water supply. Engine 7 was released and returned to Station 1.

On March 31<sup>st</sup>, Rochester Fire was dispatched to Milton, NH for a structure fire. Engine 5 assisted with overhaul. Engine 5 returned to Station 1.

**EMERGENCY MANAGEMENT**

We responded to multiple flooding calls throughout the City during the month of March as warm temperatures started melting the snow pack.

Completed the required documentation for the final EMPG grant. Completed an Agenda Bill for the April 2, 2019 City Council meeting. Need full City Council approval.

Respectfully submitted,

*Mark E. Klose*

Mark E. Klose, Fire Chief



PAUL R. TOUSSAINT  
*Chief of Police*

## ROCHESTER POLICE DEPARTMENT

23 WAKEFIELD STREET  
ROCHESTER NH, 03867-1933

BUSINESS (603) 330-7127  
FAX (603) 330-7159  
[www.rochesterpd.org](http://www.rochesterpd.org)  
*"Dedication, Pride, Integrity"*

POLICE COMMISSION

DEREK J. PETERS  
*Chairman*  
DAVID R. STEVENS  
*Vice Chairman*  
LISA M. STANLEY  
*Commissioner*



April 10, 2019

TO: City Manager Blaine Cox

RE: Monthly Report – March 2019

**OPERATIONS:** Wards 1, 4 and 6 met this period. Discussion included trucks on Autumn Street, and speeding vehicles on Portland Street, drug issues and overdoses. Officers talked about the online crime reporting, motor vehicle thefts and the rise of counterfeit bills we have seen in the past year. Also discussed was department staffing, recruiting and hiring. The 2018-year end statistics were discussed, noting overall crime numbers are down from 2017.

The investigations bureau had 50 cases sent up from patrol for review or investigation. There are currently 71 cases assigned. There were 15 cases presented to the Grand Jury all with true bills. Compliance checks completed for five sex offenders. There were four backgrounds and four polygraphs conducted this period. There were two detective call outs (1 untimely and 1 overdose). There were 209 pieces of evidence logged in, 77 items returned to owners and an additional 367 pieces destroyed.

**BRIDGING THE GAPS:** This grant officially closed on March 31, 2019. Our coordinator, Julie Perron will be leaving employment with the City. She is invested in the program and hopes to stay on in a volunteer capacity. Rochester Child Care is seeking to become the fiscal agent for the coalition.

**COMMUNICATIONS:** We are currently at full staff. One of the newest specialists was released to solo headset and two others remain in training. We are currently training three specialists to be FTO's, so it is not just the LEAD specialists doing training. National Telecommunications Week is April 14-20.

**CEO/ COMMUNITY ENGAGEMENT OFFICER:** Officer Danie in addition to regular duties attended LEAD training in New Jersey, assisted patrol with call during low staffing, worked with Officer Turner on the women's self-defense course. He is working on the details of "Coffee with a Cop." In addition, he is working on a program to educate the public on elder financial abuse.

**COMP STAT:** There was an increase in traffic stops this period over last month. There were five drug related traffic stops. There were two DWI accidents, one was drug related and the other was alcohol. There were 16 parking lot accidents this period. We continue to monitor this. There were six burglaries

this period, three at businesses. A person was arrested for two of the residential burglaries. There were 12 thefts from motor vehicles reported, and all but three were unlocked. There was also one robbery actively being investigated.

**DIVERSION:** Teen night held on March 2, 2019 had a large turnout of new participants. Staff worked with Bridging the Gaps on the close out of the grant and will carry on as the historical representative on the next Bridging the Gaps board.

**FINANCIAL/PURCHASING:** We are 75% through the fiscal year and overall 50% spent. Our O&M lines are where we expect them to be at this time of the year.

The bid opening for lighting systems for handguns and long guns and holsters was held this period. Funding for this equipment will be through the 2018 JAG Grant.

**HOUSING:** Calls remain steady. There were 36 police related calls. As the weather warms people are out and active, thus, Officer Blair and Officer Funk are interacting with a goal to resolve issues before they rise to criminal levels. Cold Spring had an increase in call volume with two residences suspected of drug use. There were seven backgrounds completed for potential tenants.

**PROSECUTION:** In adult court this period, there were 289 new cases with 401 charges. Of the cases that went before the court there were 154 guilty pleas, 84 not guilty pleas and 61 failed to appear. 36 charges nol prossed as part of plea agreements. 25 cases were dismissed by the Court. 11 cases were continued and two were placed on file.

Juvenile prosecution had 37 petitions, 12 arraignments, 8 trials resolved by plea. There were seven violation hearings and five review hearings. Lt. Gould attended LEAD training in New Jersey. She also attended Teen Night, and participated in oral boards for new hires.

**SCHOOL RESOURCE OFFICERS:** All of the School Resource Officers attended LEAD training in New Jersey. All three of the School Resource Officers attended Teen Night. In addition to their day-to-day responsibilities, the Resource Officers also handled other matters, of which only a few are highlighted here. Off. Jackson attended several after-hours sporting events, addressed student drop off issues, and organized training sessions for the school with ADD. Sgt. Deluca addressed some disciplinary issues, handled a couple of investigations, made arrests for possession of tobacco product, and for possession of marijuana. Off. Porfido developed a safety plan with the Nancy Loud School and the William Allen School. He worked with all of the principals on placing of cameras for best angles. He conducted fingerprinting at the East Rochester School.

**TRAINING/HIRING:** The officers at the academy are through 12 weeks of training and are scheduled to graduate on April 26, 2019. Officer Butcher and Officer Costin were released to solo patrol this period. We welcomed new Officers Eric Bilodeau and Jacob Coffey and two additional officers will be hired effective April 14. All four will go to the Academy beginning May 6.

**FORFEITURE SPENDING:** There was no forfeiture spending this period.



**EMD USE:**      Display *and* Deploy: One  
                  Display Only:            One

Respectfully Submitted,

Paul R. Toussaint  
Chief of Police

# Rochester Police Department

## February 2019 Comp Stat Report

04/11/2019

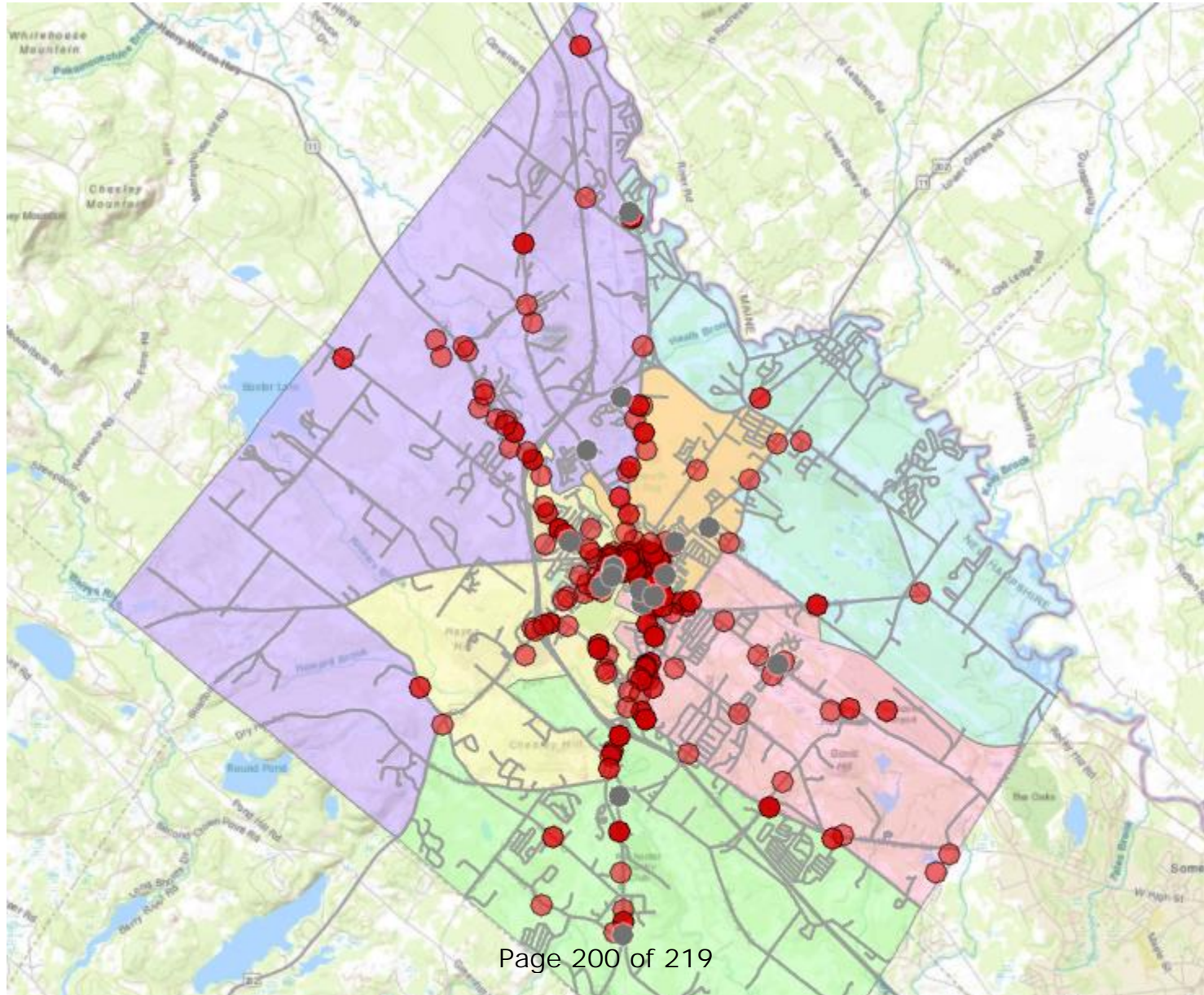


# February 2019 Field Activities

Specific Crimes	Feb-19	Feb-18	% Change	Jan-19	% Change	Dec-18	YTD 19	YTD 18	% Change	YTD 17
Traffic Stops	341	944	-64%	286	19%	402	627	1881	-67%	1674
Arrests from Stops	26	29	-10%	17	53%	15	43	55	-22%	51
Summons	15	51	-71%	10	50%	19	25	100	-75%	92
Warnings	294	837	-65%	252	17%	347	546	1664	-67%	1516
No Action	5	22	-77%	7	-29%	17	12	46	-74%	27
Accidents	76	75	1%	86	-12%	90	162	157	3%	173
Summons from ACs	2	1	100%	2	0%	4	4	4	0%	2
Arrests from ACs	4	5	-20%	7	-43%	5	11	13	-15%	7
Field Interviews	4	3	33%	8	-50%	6	12	7	71%	25
DWI	7	4	75%	3	133%	6	10	10	0%	10
<i>Narcotics</i>	4	1	300%	1	300%	1	5	1	400%	1
<i>Alcohol</i>	3	3	0%	2	50%	5	5	9	-44%	9
DWI from Accidents	2	2	0%	0	0%	2	2	5	-60%	5



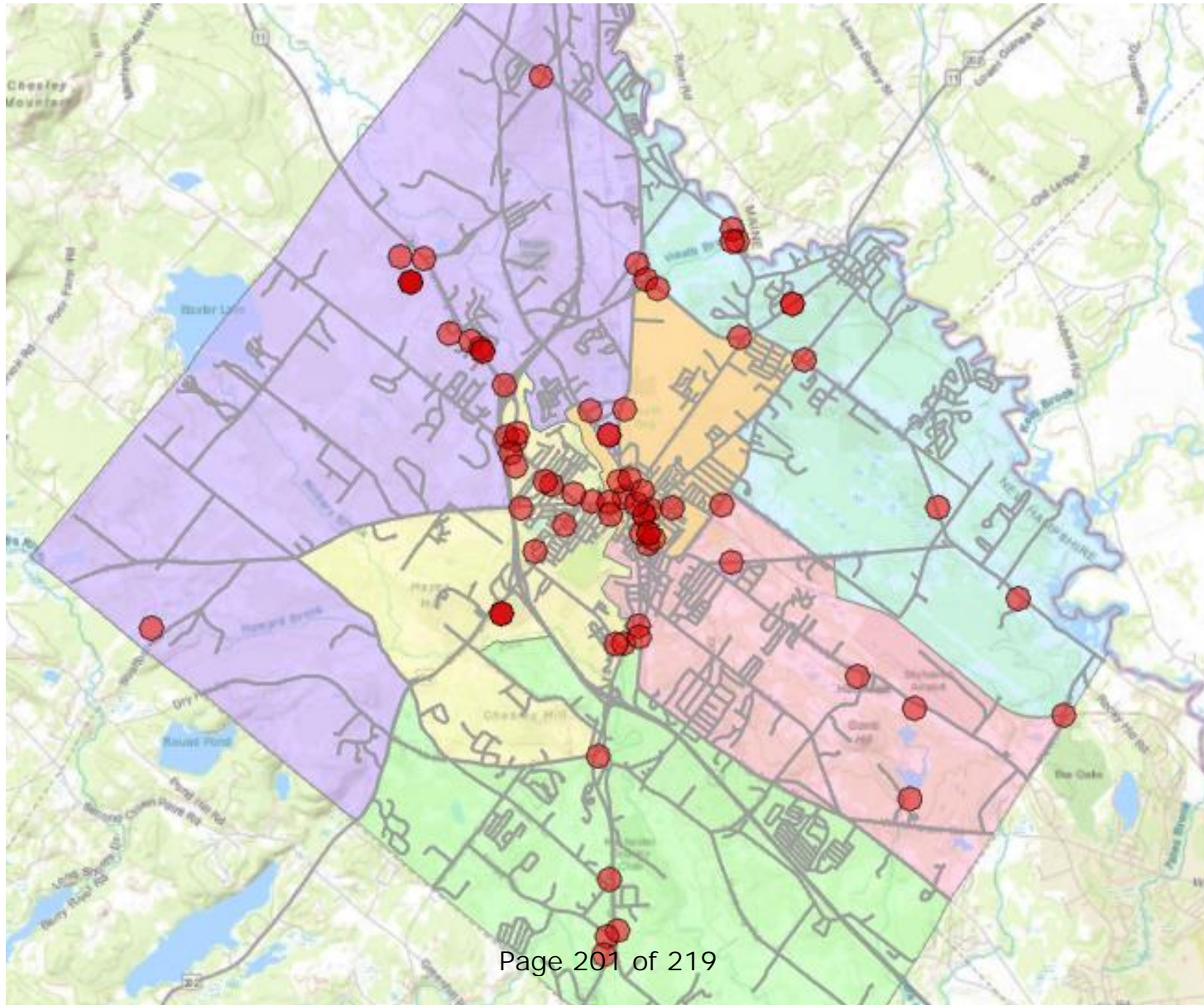
# February 2019 Traffic Stops and Drug Locations





# February 2019 Accidents

04/11/2019

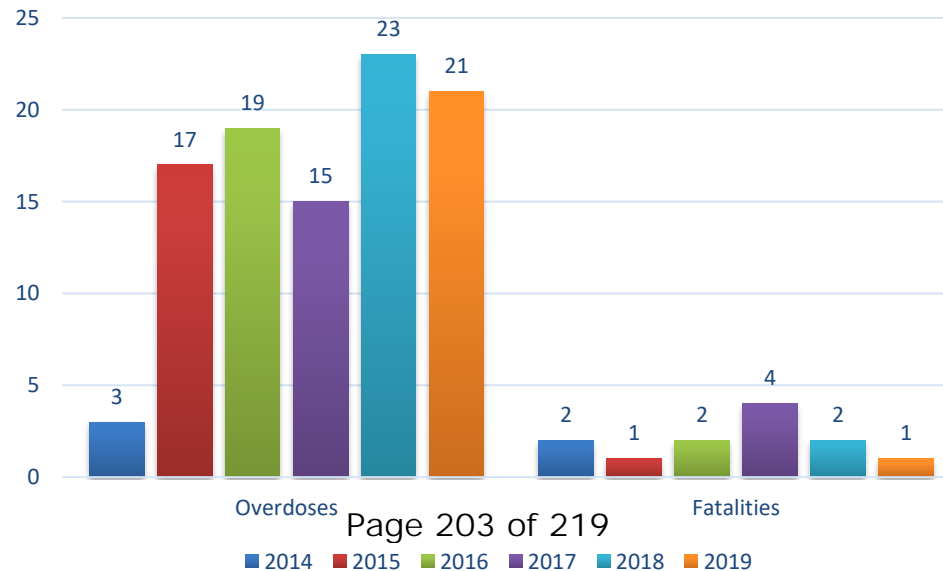


# February 2019 Property Crimes

All Incident Reports												
Specific Crimes	Feb-19	Feb-18	% Change	Jan-19	% Change	Dec-18	YTD 19	YTD 18	% Change	YTD 2019 Closure Rate	YTD 2018 Closure Rate	YTD 17
Burglary	6	5	20%	3	100%	10	9	14	-36%	44%	14%	9
Shoplifting	25	26	-4%	29	-14%	36	54	43	26%	96%	81%	55
Theft from a Building	18	15	20%	16	13%	11	34	36	-6%	24%	11%	24
Theft from M/V (including Parts)	12	10	20%	5	140%	8	17	20	-15%	12%	5%	37
All Other Theft	4	9	-56%	5	-20%	5	9	15	-40%	11%	0%	24
M/V Theft	0	1	-100%	7	-100%	4	7	5	40%	14%	20%	0
Vandalism	21	32	-34%	32	-34%	31	53	53	0%	43%	42%	51
<b>Total Property</b>	<b>80</b>	<b>93</b>	<b>-14%</b>	<b>94</b>	<b>-15%</b>	<b>95</b>	<b>174</b>	<b>172</b>	<b>1%</b>	<b>33%</b>	<b>27%</b>	<b>191</b>
Arrests												
Specific Crimes	Feb-19	Feb-18	% Change	Jan-19	% Change	Dec-18	YTD 19	YTD 18	% Change			YTD 17
Burglary	3	1	200%	1	200%	1	4	2	100%			1
Shoplifting	24	19	26%	28	-14%	34	52	35	49%			39
Theft from a Building	2	1	100%	6	-67%	0	8	4	100%			2
Theft from M/V (including Parts)	1	0	0%	1	0%	1	2	1	100%			7
All Other Theft	1	0	0%	0	0%	1	1	0	0%			5
M/V Theft	0	1	-100%	1	-100%	1	1	1	0%			0
Vandalism	6	12	-50%	17	-65%	12	23	22	5%			21
<b>Total Property</b>	<b>34</b>	<b>33</b>	<b>3%</b>	<b>53</b>	<b>-36%</b>	<b>49</b>	<b>87</b>	<b>63</b>	<b>38%</b>			<b>74</b>

# February 2019 Drug Offenses

All Incident Reports												
Specific Crimes	Feb-19	Feb-18	% Change	Jan-19	% Change	Dec-18	YTD 19	YTD 18	% Change	YTD 2019 Closure Rate	YTD 2018 Closure Rate	YTD 17
Possession	16	7	129%	8	100%	10	24	16	50%	75%	75%	25
Drug Events	28	N/A	N/A	11	155%	N/A	39	N/A	N/A			N/A
Overdoses	17	8	113%	4	325%	9	21	23	-9%			15
Fatal	1	2	-50%	0	0%	1	1	2	-50%			4
Total Drug	44	15		19	132%	19	63	39				44
Arrests												
Specific Crimes	Feb-19	Feb-18	% Change	Jan-19	% Change	Dec-18	YTD 19	YTD 18	% Change			YTD 17
Possession	10	9	11%	8	25%	8	18	12	50%			25



# February 2019 Violent Crimes

All Incident Reports												
Specific Crimes	Feb-19	Feb-18	% Change	Jan-19	% Change	Dec-18	YTD 19	YTD 18	% Change	YTD 2019 Closure Rate	YTD 2018 Closure Rate	YTD 17
Homicide	0	0	N/A	0	N/A	0	0	0	N/A	0%	0%	0
Robbery	1	3	-67%	1	0%	2	2	4	-50%	150%	50%	5
Aggravated Assault	4	4	0%	3	33%	9	7	8	-13%	71%	88%	5
<i>from DV*</i>	1	3	-67%	2	-50%	7	3	6	-50%	100%	100%	1
Simple Assault	29	38	-24%	29	0%	32	58	83	-30%	66%	48%	58
<i>from DV*</i>	17	24	-29%	13	31%	22	30	45	-33%	67%	60%	31
<b>Total Violent</b>	<b>34</b>	<b>45</b>	<b>-24%</b>	<b>33</b>	<b>3%</b>	<b>43</b>	<b>67</b>	<b>95</b>	<b>-29%</b>	<b>72%</b>	<b>46%</b>	<b>68</b>
Arrests												
Specific Crimes	Feb-19	Feb-18	% Change	Jan-19	% Change	Dec-18	YTD 19	YTD 18	% Change			YTD 17
Homicide	0	0	N/A	0	N/A	0	0	0	N/A			0
Robbery	0	1	-100%	3	-100%	1	3	2	50%			1
Aggravated Assault	3	4	-25%	2	50%	7	5	7	-29%			1
<i>from DV*</i>	2	4	-50%	1	100%	4	3	6	-50%			1
Simple Assault	19	20	-5%	19	0%	13	38	40	-5%			26
<i>from DV*</i>	11	15	-27%	9	22%	8	20	27	-26%			16
<b>Total Violent</b>	<b>22</b>	<b>25</b>	<b>-12%</b>	<b>24</b>	<b>-8%</b>	<b>21</b>	<b>46</b>	<b>49</b>	<b>-6%</b>			<b>28</b>



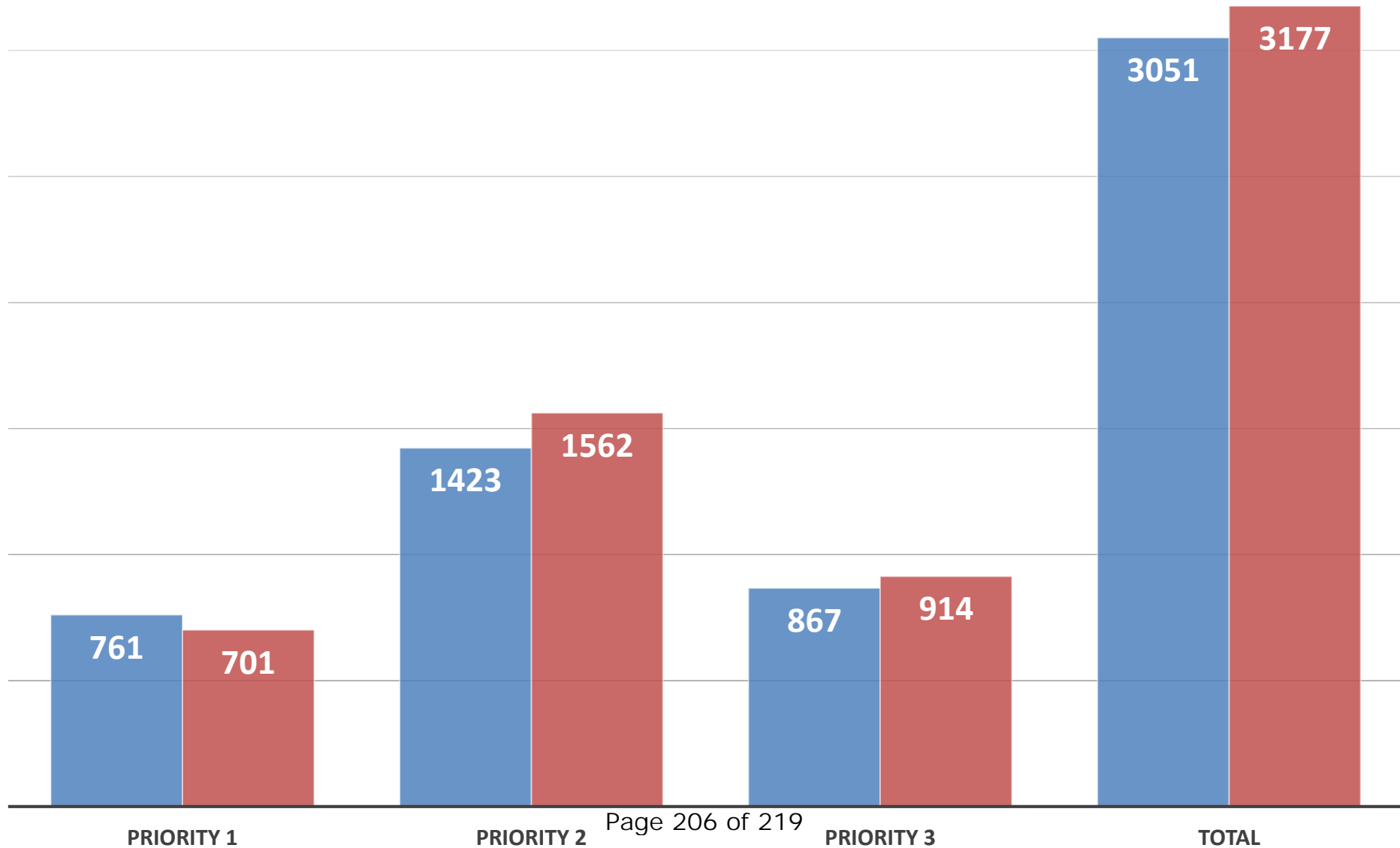
# February 2019 Threshold

Crime	Monthly Average	Normal Range	Current Month	Activity Level
Accidents	86	73-100	76	Normal
Traffic Stop	824	491-1156	341	Moderately Low
DWI	7	4-10	7	Normal
Robbery	2	0-4	1	Normal
Aggravated Assault	6	3-9	4	Normal
Simple Assault	40	31-48	29	Moderately Low
Burglary	9	5-13	6	Normal
Shoplifting	26	19-32	25	Normal
Theft from Building	18	11-25	18	Normal
Theft from MV	15	7-23	12	Normal
MV Theft	3	0-5	0	Moderately Low
Vandalism	36	27-44	21	Moderately Low
Possession	16	10-22	14	Normal
Crime	Monthly Average	Normal Range	Current Month	Activity Level
Violent	47	37-57	34	Moderately Low
Property	124	95-152	86	Moderately Low

# Calls for Service 2018 v 2019

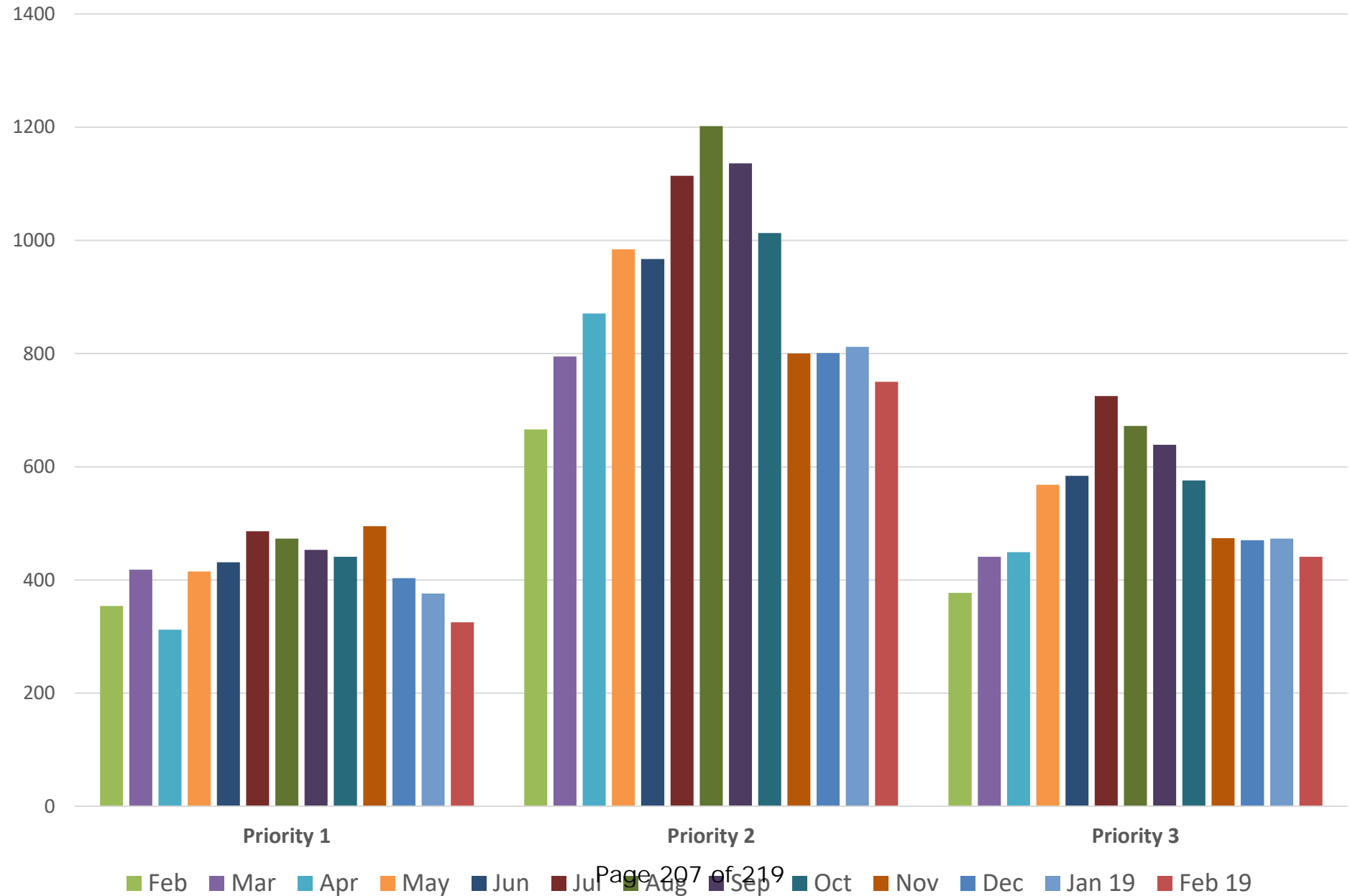
04/11/2019

■ YTD 2018 ■ YTD 2019

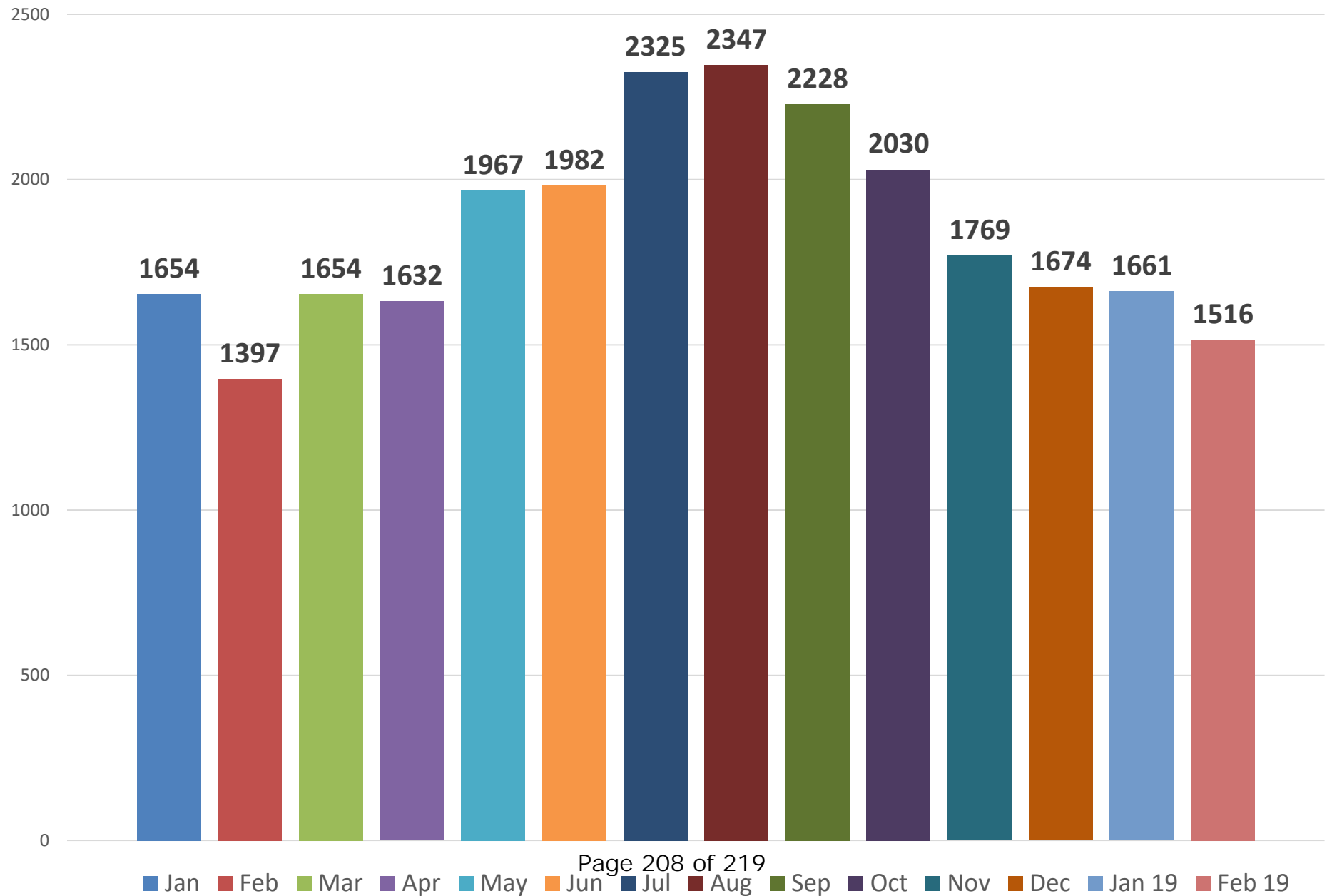


# YTD Calls for Service 2018 v 2019

04/11/2019

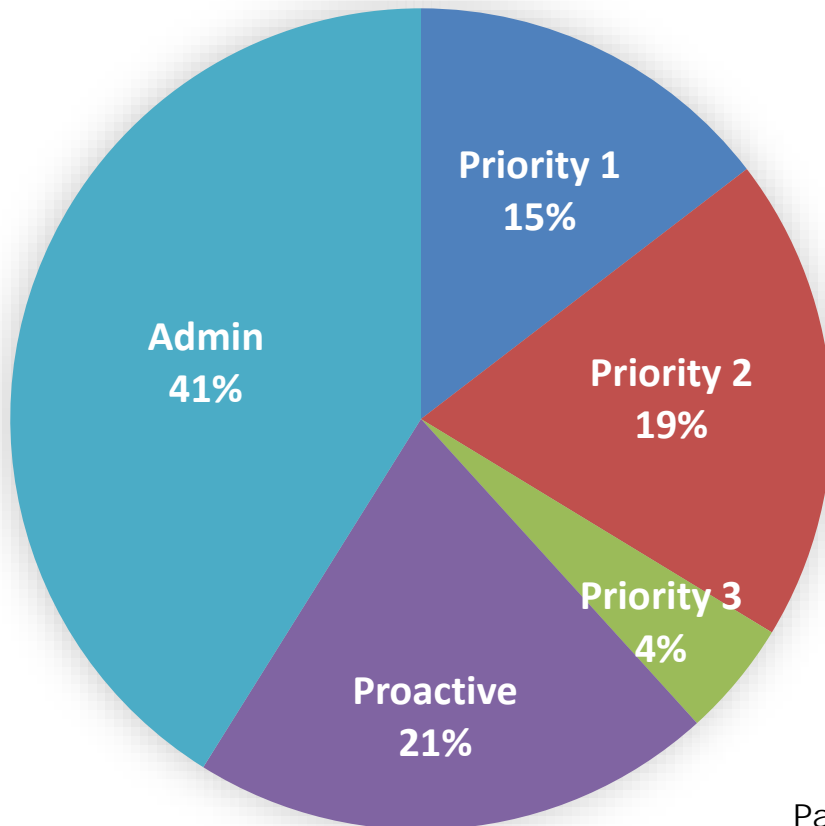


# YTD Calls for Service Total 2018 v 2019

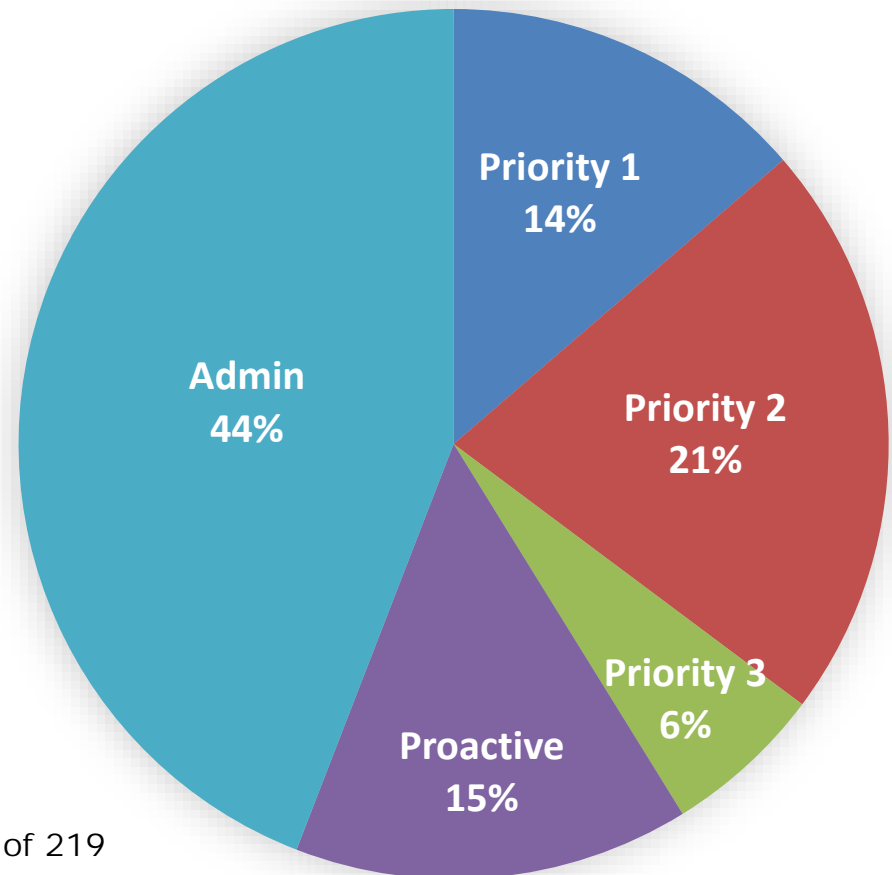


# February 2019 Manpower Hours

## February 2018

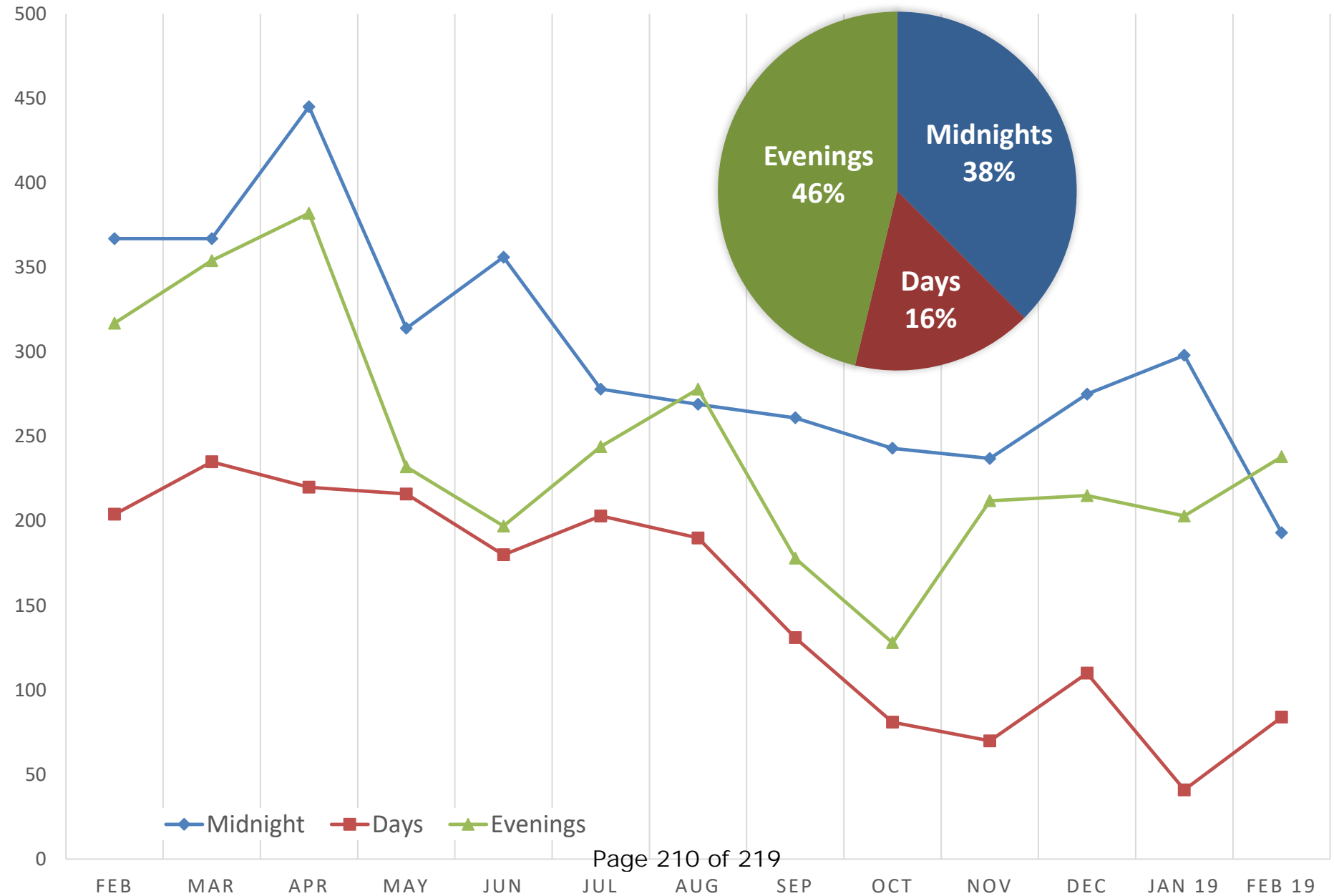


## February 2019

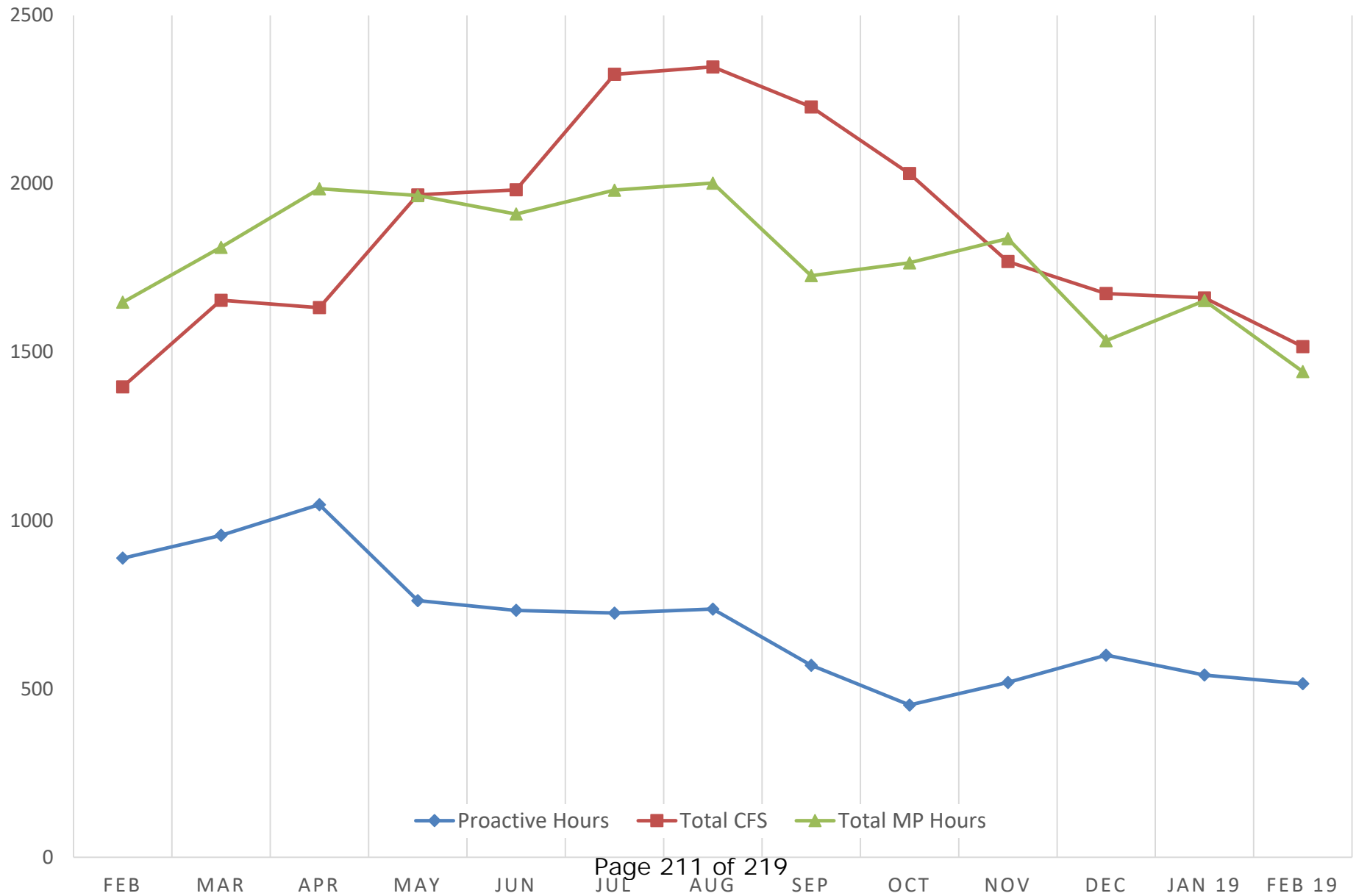


# February 2019 Proactive Hours

04/11/2019



# 2018 v. 2019 CFS v. Manpower Hours



# 2019 Response Time

	2018 YTD	2019 YTD	Percent Change	2017 YTD	Percent Change
Priority 1	14.18	16.53	17%	14.47	14%
Priority 2	50.19	49.03	-2%	42.27	16%
Priority 3	76.98	71.91	-7%	69.67	3%

	2018 YTD	2019 YTD	Percent Change	2014 YTD	Percent Change
Priority 1	14.18	16.53		13.98	18%
Priority 2	50.19	49.03		46.63	5%
Priority 3	76.98	71.91		74.84	-4%



**DV COMPSTAT****February 2019**

<b>Dates</b>	<b>10/1/18 – 10/31/18</b>	<b>11/1/18 - 11/30/18</b>	<b>12/1/18- 12/31/18</b>	<b>1/1/19- 1/31/19</b>	<b>2/1/19 – 2/28/19</b>	<b>Prior Verbal (PV)</b>	<b>YTD 2019</b>	<b>PV YTD</b>	<b>YTD 2018</b>
<b>Misdemeanor Arrests</b>	<b>16</b>	<b>15</b>	<b>12</b>	<b>21</b>	<b>17</b>	<b>3</b>	<b>38</b>	<b>3</b>	<b>33</b>
<b>Felony Arrests</b>	<b>1</b>	<b>4</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>6</b>
<b>Verbal Cases</b>	<b>15</b>	<b>12</b>	<b>17</b>	<b>20</b>	<b>16</b>		<b>36</b>		<b>39</b>
<b>Total Cases</b>	<b>32</b>	<b>31</b>	<b>33</b>	<b>43</b>	<b>35</b>	<b>5</b>	<b>78</b>	<b>5</b>	<b>78</b>

**2019 FJC Clients**

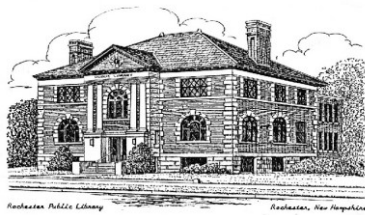
<b>Month</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>
New Clients	2	4				
Unique Clients	15	19				
	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
New Clients						
Unique Clients						

**2018 FJC Clients**

<b>Month</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>
New Clients	13 (13)	18 (17)	6 (19)	6 (21)	8 (24)	5 (12)
	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
New Clients	2 (16)	5 (25)	2 (13)	3 (22)	2(17)	5 (10)

**\*\*\*FJC stats now represent new clients and unique clients\*\*\*****(Unique clients are those that have active case management and new clients are excluded from that number)**





**Rochester Public Library**  
**65 South Main St.**  
**Rochester, NH 03867**

04/11/2019  
Main Desk: (603) 332-1428  
Reference: 335-7550  
Children's: 335-7549  
Fax: 335-7582  
[www.rpl.lib.nh.us](http://www.rpl.lib.nh.us)

## **MONTHLY REPORT**

### **March 2019**

There were a total of 15,716 items circulated with 14,165 people visiting the library in the month of March. Three hundred thirty patrons used the library's Internet computers for 622 hours. Current number of patron registrations is 38,752. Interlibrary loan activity included 107 materials borrowed from other libraries and 272 loaned to other libraries.

Spring Story Times began in the month of March and had 63 children attending 7 Story Times. On March 2<sup>nd</sup> the children's room staff had thirty-two enthusiastic children creating "Straw Rockets" to bring home during a successful "Make-It and Take-It" program.

The Library was pleased to present the artwork of Vanessa Marie Simms during the month of March. Vanessa is a local artist with a deep love of acrylic painting. She began painting murals, then progressed to canvas, with different mediums and textures. She specializes in local landscapes, seascapes, and pet portraits. She enjoys hiking in New England's beautiful mountains, always keeping an eye out for her next painting inspiration.

The Friends of the Rochester Library, through a grant from the NH Humanities, hosted an illustrated presentation that focused on the life and work of Russian master jeweler and artist, Peter Carl Faberge. The program, presented by Russian artist, historian and storyteller Marina Forbes, featured a photo-tour of the Faberge collections at the Constantine Palace in St. Petersburg, as well as the collections of major museums and private collections around the world. Forbes' presentation also explored the important role of egg painting in Russian culture, as its evolution from a traditional craft to an exquisite fine art under the patronage of the tsars.

In addition to the print versions of available books, 290 of our library patrons downloaded 1,338 e-books to media devices through the library's web site this month. The RPL website also enabled 107 patrons access to the Mango Languages, Chilton, and Legal Forms databases along with 331 digital downloads from Hoopla.

Trustees meet on April 16<sup>th</sup> in the Rose Room of the library at 6pm.

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City Clerk's Office

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**City of Rochester Tax Collector's Office**  
**March 31, 2019**

Tax Year		Annual Warrant	Collected		Uncollected	
			Amount	%	Amount	%
2018	Warrant	63,834,824	62,049,327.62	97.20%	1,785,496.38	2.80%
2017		60,524,791	59,885,710.16	98.94%	639,080.84	1.06%
2016		58,196,003	57,795,278.98	99.31%	400,724.02	0.69%
2015		56,938,119	56,739,912.25	99.65%	198,206.75	0.35%
2014		55,068,779	54,958,332.16	99.80%	110,446.84	0.20%
2013		53,324,262	53,236,975.01	99.84%	87,286.99	0.16%
2012		50,952,912	50,897,868.93	99.89%	55,043.07	0.11%
2011		48,856,892	48,810,360.62	99.90%	46,531.38	0.10%
2010		47,308,832	47,270,629.20	99.92%	38,202.80	0.08%
2009		46,898,827	46,866,717.19	99.93%	32,109.81	0.07%
2008		46,522,769	46,501,675.64	99.95%	21,093.36	0.05%
2007		42,964,450	42,947,787.23	99.96%	16,662.77	0.04%
2006		40,794,160	40,782,714.60	99.97%	11,445.40	0.03%
2005		38,024,453	38,017,087.20	99.98%	7,365.80	0.02%
2004		36,065,496	36,057,439.13	99.98%	8,056.87	0.02%
2003		33,310,579	33,304,779.60	99.98%	5,799.40	0.02%
2002		29,725,878	29,720,692.63	99.98%	5,185.37	0.02%
2001		26,943,136	26,937,802.91	99.98%	5,333.09	0.02%
2000		25,415,248	25,411,043.45	99.98%	4,204.55	0.02%
1999		22,973,308	22,969,992.33	99.99%	3,315.67	0.01%
1998		30,592,529	30,587,901.82	99.98%	4,627.18	0.02%
1997		29,835,914	29,831,457.52	99.99%	4,456.48	0.01%
1996		27,726,424	27,722,073.99	99.98%	4,350.01	0.02%
1995		27,712,029	27,709,191.61	99.99%	2,837.39	0.01%
1994		26,989,803	26,987,206.62	99.99%	2,596.38	0.01%
1993		25,611,050	25,608,622.48	99.99%	2,427.52	0.01%
1992		24,746,736	24,744,940.64	99.99%	1,795.36	0.01%
1991		24,296,285	24,294,507.32	99.99%	1,777.68	0.01%
					<b>3,506,459.16</b>	

Tax Collector  
Doreen Jones, CTC

Online Citizen Self Service Totals FY 19		
Month	Total \$\$	# of Payments
July	\$ 70,642.36	32
Aug	\$ 25,303.24	16
Sept	\$ 3,047.61	7
Oct	\$ 28,402.05	5
Nov	\$ 48,552.23	14
Dec	\$ 123,132.45	117
Jan	\$ 161,311.48	237
Feb	\$ 93,687.34	189
Mar	\$ 575,396.95	231
<b>Totals</b>	<b>\$ 1,129,475.71</b>	<b>848</b>

Doreen Jones, CTC  
Tax Collector

**Rochester, New Hampshire**  
**Inter office Memorandum**

**TO:** Blaine Cox  
City Manager

**FROM:** Todd M. Marsh  
Director of Welfare

**SUBJECT:** Analysis of Direct Assistance for March 2019.

**DATE:** April 8, 2019

This office reported 90 formal interview notes for the month prior.

Voucher amounts issued were as follows:

	26 <u>Families</u> 12 new	9 <u>Single</u> 14 new
Burial .....	650.00	1,950.00
Dental .....	.00	.00
Electricity .....	901.21	44.00
Food.....	.00	.00
Fuel heating .....	134.95	0.00
Mortgage .....	.00	.00
Prescriptions .....	.00	.00
Rent .....	4,225.00	3381.50
Temporary Housing.....	1343.00	0.00
Transportation .....	<u>.00</u>	<u>349.25</u>
<b>TOTAL</b>	<b>\$7,284.16</b>	<b>\$5724.75</b>

This represents an average cost per case/family of \$346.86 and case/individual of \$318.04 for this month.

Total vouchers issued: \$13,008.91

There was an increase of \$7,975.01 in assistance issued this month compared to March 2018. There was an increase of \$5,445.61 in vouchers issued this month compared to last month.

We received reimbursements from the Interim Assistance Program SSI, State Medicaid and Personal Reimbursements totaling \$1,992.55

**NOTES**

Decreased family homeless shelter availability has resulted in increased temporary housing assistance (motels) until transitions to permanent housing or available homeless shelters.