

**Rochester City Council Workshop
April 16, 2019
Council Chambers
7:05 PM**

COUNCILORS PRESENT

Councilor Abbott
Councilor Bogan
Councilor Gates
Councilor Gray
Councilor Hamann
Councilor Hutchinson
Councilor Keans
Councilor Lachapelle
Councilor Lauterborn
Councilor Torr
Councilor Walker
Deputy Mayor Varney
Mayor McCarley

OTHERS PRESENT

Blaine Cox, City Manager
Terence O'Rourke, City Attorney
Julian Long, Community Development
human, resident

Minutes

1. Call to Order

Mayor McCarley called the City Council Workshop meeting to order at 7:05 PM. Deputy City Clerk Cassie Givara took a silent roll call. All Councilors were present.

2. Public Input

Mayor McCarley invited members of the public to come forward and address the Council.

Diane Desmarais, Pine Street resident, spoke to Council regarding the property at 16 Pine Street and expressed concern at the potential of this property being re-opened as another residential facility. Ms. Desmarais asked how the neighborhood would get more information on what is happening with this property going forward.

City Manager Cox answered that the best recourse would be to keep in contact with the Department of Building, Zoning and Licensing services.

Tom Kaczynski, resident, addressed Council regarding a new policy announced by the City Revenue office asking residents to drop off photocopies of paperwork along with a form of payment by the 12th of each month in order for their auto registrations to be processed on time. Mr. Kaczynski also spoke about the Strong Towns presentation referenced in the Economic Development department report.

human, resident, spoke regarding the legality of surveillance on City streets and how it relates to the proposed camera on the Dewey Street bridge.

Scott Marshall, Owner of Magrilla's restaurant, spoke to Council regarding the need for increased parking for Hanson Street businesses and the potential of turning the property at 38 Hanson Street into a parking lot.

Mark Klose, Rochester Fire Chief, thanked his staff and expressed pride with how the Rochester Fire Department provided mutual aid and went above and beyond offering service and support during and following the fatal fire in Berwick which took the life of Captain Joel Barnes.

Ray Barnett, resident, addressed Council regarding the implementation of Impact fees and Rochester and the proposed staggered implementation schedule.

3. Communications from the City Manager

City Manager Cox reported that the City is currently updating the Transportation chapter of the City's Master Plan. As part of this process, there has been a citizen survey put up on the Planning & Development Department's webpage. City Manager Cox encouraged residents to take survey.

4. Communications from the Mayor

No Discussion.

5. Tri-City Mayors' Task Force on Homelessness Master Plan Presentation

Mayor McCarley introduced Councilor Hutchinson, the Chairman of the Tri-City Mayors' Task Force on Homelessness.

Chairman Hutchinson gave an overview of the history of the Task Force

following the implementation of the emergency cold weather shelter in January of 2018, and the goals with which the Task Force was given to work towards.

Chairman Hutchinson presented the Task Force's draft Master Plan and stated that the purpose of the document is not to mandate to the Cities how they should deal with homelessness but rather a list of recommendations and actions. He stated that there are no funding requests or specific budget requirements contained in the Plan at this time.

Chairman Hutchinson reviewed the seven strategies to reduce homelessness contained in the Master Plan and gave details on some of the actions, recommendations and goals within the plan.

Councilor Varney inquired if there would be more discussion on the Master Plan at a future meeting. Mayor McCarley said there would be future discussion on the matter.

Mayor McCarley thanked the Task Force for their work and spoke about the priority levels of the strategies included within the Master Plan; the seasonal cold weather shelter being most tangible, with the other strategies being important but falling in no particular order.

Chairman Hutchinson agreed that each strategy is important and they are all interconnected and linked, but stated that the Task Force had strategically placed the strategies in an order which they felt was more methodical for how the Cities should begin to tackle the issues. The seasonal cold weather shelter is first because it constitutes an emergency without a plan, leaving homeless citizens at risk. The other strategies can be handled simultaneously or one at a time, the intent is that the issue is kept at the forefront of the Councils' minds.

6. City Manager's Proposed Budget for Fiscal Year 2020

City Manager Cox presented to Council the process for this fiscal year's budget schedule and adoption.

Councilor Keans inquired about the schedule of dates for the budget presentations. City Manager Cox stated the schedule would be sent out to Council via a memo.

Council Varney referenced City Manager Cox's statement that he had used last year's assessed valuation. Councilor Varney inquired if the updated valuation was available. City Manager Cox stated the data was not available yet because it's a re-valuation year, but he will try to get the numbers to Council before they adopt the budget.

Councilor Varney asked when Rochester could anticipate getting the money from the State which the City is expecting for the School Department. Councilor Keans said the State budget will likely be passed by July 1st, but it all depend on if the Governor enacts any vetoes. Councilor Varney said that the funding is coming from the Education Trust Fund and goes towards the School Department; if the money shows up in the middle of the year it will be extra above and beyond what was approved in the budget.

City Manager Cox stated that without an appropriation from City Council, the School Department would not be able to spend any State funding. He said there is also a provision in the tax cap language which allows provisions to be made if other revenue become available after the adoption of the budget.

7. Department Reports

No Discussion.

8. Other

Councilor Lauterborn announced that the Ward 2 neighborhood meeting with the Ward's local police officer will take place on Monday April 29 at 6:30 PM at the Frisbie Hospital Conference Center.

Councilor Varney referenced the resident who had spoken during public input about lack of parking on Hanson Street. The resident had mentioned that there is parking in the rear of his restaurant, but they are now able to put out signs alerting patrons of this parking. There are also no signs directing patrons to alternate parking locations. Councilor Varney stated that there was \$50,000 in wayfinding money specifically for signage.

City Manager Cox said that as part of the CIP process, there will be a presentation of the proposed final phases of the Wayfinding Project which will involve the funds Councilor Varney referenced.

Councilor Varney stated that there has been no money from the School Building Capital Reserve Fund transferred directly to the school department. This money has been transferred to the Trustees of the Trust Fund.

Councilor Varney asked for clarification on the new policy for the auto registration process referenced by a speaker at public input.

In reference to a speaker at public input, Mayor McCarley stated the City does not intend to place surveillance cameras on Dewey Street, but rather the

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camera is to be placed solely to monitor the Dewey Street Bridge in response to the ongoing vandalism.

9. Non-Public Session, Personnel, RSA 91-A:3,II (a)

Councilor Lauterborn **MOVED** to enter a Non-Public Session under Non-Personnel, RSA 91-A:3,II (a) at 8:15 PM. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous roll call of 13 to 0. Councilor Bogan, Abbott, Varney, Hutchinson, Lachapelle, Gray, Walker, Torr, Hamann, Gates, Keans, Bogan, and Mayor McCarley voted in favor of the motion.

Councilor Lauterborn **MOVED** to exit the Non-Public Session and return to Public Session at 8:50 PM. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Councilor Lauterborn **MOVED** to seal the minutes indefinitely because it is determined that divulgence of this information likely would render a proposed action ineffective. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a 13 to 0 roll call vote. Councilors Hutchinson, Keans, Lauterborn, Hamann, Lachapelle, Abbott, Walker, Gates, Torr, Gray, Bogan, Varney, and Mayor McCarley voted in favor of the motion.

Council held a brief discussion on the letter distributed via the Rochester Revenue office regarding auto registrations which had been referenced by a resident during public input. City Manager Cox indicated he was not aware of the letter and would have to look into it and report back to Council.

10. Adjournment

Councilor Gray **MOVED** to **ADJOURN** the workshop meeting at 8:53 PM. Councilor Gates seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully Submitted,

Cassie Givara
Deputy City Clerk