

**City Council Workshop Meeting  
August 20, 2019  
Council Chambers  
7:03 PM**

**COUNCILORS PRESENT**

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

**OTHERS PRESENT**

Blaine Cox, City Manager  
Julian Long, Economic Development  
Mike Scala, Economic Development  
Jenn Marsh, Economic Development  
Susan Major, Resident  
Diane Desmarais, Resident  
Andrea Lemire, Resident  
Joe Cayer, Resident  
Carmen Laferriere, Resident  
Priscilla Lemelin, Resident  
Paul Martin, Resident

**Minutes**

**1. Call to Order**

Mayor McCarley called the City Council Workshop Meeting to order at 7:03 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.

Susan Major, Pine Street resident, spoke regarding the sober living facility being proposed in her neighborhood.

Diane Desmarais, Pine Street resident, spoke to Council regarding the potential of an unsupervised sober living facility being opened on Pine Street.

Andrea Lemire, Pine Street resident, referenced an article in Fosters regarding the proposed sober house on Pine Street and questioned how appropriate the location was for such a facility.

Joe Cayer, Pine Street resident, addressed Council regarding the potential of a sober living house for being opened on his street and setting back the progress

the residents have made in improving their neighborhood.

Carmen Laferriere, Pine Street resident, spoke to Council about a sober living house being opened on a street with families and children.

Priscilla Lemelin, Pine Street resident, spoke to Council regarding the proposed sober house being opened in her neighborhood.

Paul Martin, Brenda Lane resident, addressed Council regarding the chairman of the Planning Board and Planning Board processes.

### **3. Communications from the City Manager**

City Manager Cox reported that the City had received a letter from RAMA (Rochester Agricultural and Mechanical Association) requesting to be allowed to pay the cost for police and fire details required at the fair after the event has ended. Mayor McCarley stated that this is the way it worked last year and the costs were paid in full. The sense of Council was favorable to this request, but the Mayor indicated there would be a formal vote at the September 3, 2019 Regular Council meeting.

### **4. Communications from the Mayor**

Mayor McCarley reported that she had met with the Mayors of Dover and Somersworth as well as the County Commissioners to discuss a cold weather shelter for the upcoming season. Mayor McCarley stated that the County has committed to running a shelter this winter if the weather requires it, and they are working on setting criteria and definite plans for opening such a shelter.

Councilor Varney inquired if there had been a trigger mechanism developed which would spur the opening of a shelter. Mayor McCarley answered that developing a trigger mechanism is part of the discussions.

### **5. Discussion: Ballot Questions:**

#### **5.1. Sports Betting Per HB 480**

Mayor McCarley gave an update on the recently passed Senate Bill 480, which would allow up to 10 Sports Betting establishments throughout the state. The Mayor stated that Council would need to decide whether or not they wanted this item placed on the ballot for the municipal election in November and they would also need to hold a public hearing on the matter. Council will vote on this question at the September 3, 2019 Regular meeting.

## **5.2. Keno (*confirmed on June 5, 2018*)**

Mayor McCarley reminded Council that they had already voted to include the Keno question on the November ballot. Unless there is a vote otherwise, this will appear on the Municipal ballot on November 5, 2019.

Councilor Gates inquired if this was the second time Keno was appearing on the ballot in Rochester. Mayor McCarley answered that Keno has been on the ballot once in the past and had failed by one vote.

## **6. CDBG Analysis of Impediments to Fair Housing**

Councilor Lauterborn gave some background on this agenda item. She stated that HUD requires that any community receiving CDBG funding to complete the analysis of impediments to fair housing. This analysis must be certified as part of the consolidated plan produced every 5 years for CDBG. Councilor Lauterborn said the Council must certify that the document exists as well as showing a willingness to take steps to overcome the impediments which have been identified. Councilor Lauterborn gave examples of potential impediments to fair housing which may be identified. She indicated that Julian Long, Community Development Coordinator, was available for questions regarding this process so the item can appear for approval at the Regular meeting on September 3, 2019.

Mayor McCarley stated that the Tri-City Mayors' Task Force on Homeless did deal directly with some issues regarding affordable housing, and this analysis can work in conjunction with the Task Force's work moving forward. The Mayor stated that there would be a smaller Task Force formed to continue the work and there will be an announcement on this in the near future.

## **7. Presentation: Wayfinding Status Update**

Mike Scala, Director of Economic Development, gave Council an update on the status of the Wayfinding project. This has been an ongoing project to develop a unified signage system throughout the City for directional assistance, parking and "trailblazer" signs. Mr. Scala stated that his department had chosen to focus first on signage for 10 parking lots throughout the City. Mr. Scala showed examples of designs for the signs which are proposing to be placed in these lots, totaling \$69,000 for the first phase.

Mr. Scala stated that the plan is to send out a Request for Proposal (RFP) in September for the parking lot signs and hopefully start installation in fall of 2019. In spring 2020, they will send out an RFP for the downtown directional and pedestrian signage for installation in late spring/early summer 2020. The plan for the remaining signs placed on the major corridors coming into the City has yet to

be determined.

There was a discussion regarding the size and dimensions of the proposed signs.

Councilor Varney inquired if there had been any mock ups or simulations of how the signs would look when placed in location. Councilor Varney stated that there are already many signs in downtown and not many remaining spots. Mr. Scala answered that most of the proposed signs would be replacing existing signs at similar sizes.

Councilor Varney referenced work the City had been doing with the State for signs on the State-owned roads directing travelers to shopping, restaurants and attractions. He asked for an update on this collaboration. Jenn Marsh, Economic Development, stated that to her knowledge the State put an end to the program Councilor Varney referenced. Ms. Marsh stated that she would verify that this program is no longer being offered.

Councilor Varney asked what the total allocation was for this project. Mr. Scala answered that there was \$100,000 allocated for the Wayfinding project in the current fiscal year.

Councilor Torr asked what the total cost of the project over the next 4 or 5 years would total. Mr. Scala said that for everything recommended in the Master Plan, the project would be over \$400,000. Mr. Scala clarified that the City does not intend to do everything recommended in the Master Plan.

Councilor Walker requested that Council be made aware of the chosen bid for the RFP before any of the money is expended. Mr. Scala stated that he would have the chosen vendor provide an example of what the signs will look like.

## **8. Department Reports**

Councilor Varney referenced an item in the Economic Development report which stated that the staff was working with a consultant to update the Granite Ridge Development District TIF plan to include a housing needs assessment and referenced a training for staff to be held in August. Councilor Varney requested that the information come to Council before going any farther and cautioned against making changes to the TIF District. City Manager Cox stated that when the report is completed, it will be shared with Council.

## **9. Other**

Councilor Walker mentioned Karl Morse, a camera man for the public

meetings who had passed away recently. Councilor Walker stated that there had been discussion at the previous Planning Board meeting about perhaps placing a plaque in Karl's honor in the corner of Council Chambers where the camera operators are stationed. The Council agreed that this would be a good idea.

## **10. Non-Public/Non-Meeting**

### **10.1. Non-Public Session per RSA 91-A:3, II(d) Land**

### **10.2. Non-Public Session Per RSA 91-A:2(a) Labor Negotiations**

Councilor Lauterborn **MOVED** to enter into non-public session at 7:51 PM under RSA 91-A:3, II(d) Land and RSA 91-A:2(a) Labor Negotiations. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote with Councilors Torr, Abbott, Varney, Hutchinson, Lachapelle, Gray, Walker, Bogan, Hamann, Gates, Gates, Keans, Lauterborn and Mayor McCarley all voting in favor.

Councilor Lauterborn **MOVED** to exit the non-public session at 8:30 PM. Councilor Lachapelle seconded the motion. The MOTION CARRIED by a unanimous voice vote. Councilor Lauterborn MOVED to seal the minutes of the non-public session because disclosure could render the proposed action ineffective. Councilor Lachapelle seconded the motion. The **MOTION CARRIED** by a 12-0 roll call vote with Councilors Gray, Gates, Hamann, Abbott, Keans, Varney, Hutchinson, Lauterborn, Lachapelle, Walker, Bogan, and Mayor McCarley all voting in favor. Councilor Torr was not present.

## **11. Adjournment**

Councilor Lachapelle **MOVED** to **ADJOURN** the City Council Workshop meeting at 8:31 PM. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Respectfully Submitted,

Cassie Givara  
Deputy City Clerk