



Rochester City Council

Community Development Committee

MEETING MINUTES

Laura Hainey, Chair
Harlan "Skip" Gilman
Tim Fontneau
Amy Malone
John Larochelle

Meeting Date:	Monday, October 17, 2022	
Members Present:	Laura Hainey Harlan "Skip" Gilman John Larochelle Amy Malone Tim Fontneau	Members Absent:
Guests/Staff:	Kiersten Wright, Community Development Coordinator	

Councilor Hainey called the meeting to order at 6:05pm. Councilor Hainey moved to accept minutes from August 16, 2022 meeting. Councilor Larochelle Seconded. All in favor.

Councilor Malone entered at 6:06pm.

Councilor Fontneau entered at 6:10pm

PUBLIC INPUT	There was no public input.
CDBG Applications-Open For FY2024 Funds	<p>Ms Wright notified committee that the applications are open for the FY24 for both CDBG and Municipal. Provided information on where applications can be found on the city site as well as provided a copy of the press release on The Rochester Post.</p> <p>Ms. Wright informed the committee that she will be sending applications to prior year applicants as the prior Community Development Coordinator did in past years.</p>
Rochester Public Library	<p>Ms. Wright brought to the attention of the Committee a grant opportunity for the Rochester Public Library that they would like to apply for. The amount for the grant is \$250 and is for Play-Based Learning. Applications are due by October 28, 2022.</p> <p>Committee discussed bringing item to City Council for Tuesday October 18 meeting, however they were uncertain on if they could as the meeting is a workshop. Requested that Ms. Wright reach out to the City Attorney to discuss if motion could be made to include the item in the workshop agenda to approve the application request.</p> <p>Committee also requested that Ms. Wright ask if the library could still apply for the grant and the motion would be made at the next</p>

	<p>City Council meeting in November to accept the funds on behalf of the Library if awarded.</p> <p>Motion was made by Councilor Larochelle to approve Library's request so long as the City Attorney approved. Councilor Hainey seconded. Motion approved unanimously</p>
COMMUNITY DEVELOPMENT PROGRAM REPORT	<p>Ms. Wright provided updates on Community Action Partnership's Amendment request for the Gafney Home Project. The approval for the amendment was send to Governor's Council for their meeting September 22, 2022. This amendment was also approved by Governor's Council. Amount has been increased from \$500,000 to \$671,116.</p> <p>Ms. Wright informed Committee that the CAPER (Consolidated Annual Performance Evaluation Report) for HUD has been extended to October 30, 2022 and Ms. Wright will have copies of the draft available on October 28, 2022.</p> <p>The Rec Department has met with Ms. Wright and Ms. Marsh, the City's Assistant Director of Economic Development, to go over plans for the Pickleball Courts and Teen Area. HUD had informed the Community Development Coordinator that they will need to separate the two projects in order to accurately report them. Information was provided to the Rec Department and they will be making amendments to this application by the end of the year once they meet with their committee and discuss the projects further.</p> <p>Ms. Wright provided an update on the CoC Certification of Consistency from the State of New Hampshire and that it has been reviewed and signed by the City Manger and returned.</p> <p>Community Development Coordinator has completed the CDBG Basics Course from NCDA and is up to date on the requirements for CDBG.</p>
OTHER BUSINESS	<p>Ms. Wright brought to committee's attention that a business reached out to see if they could apply for CDBG funds. Business was not a Non-Profit as many have been in the past. She requested to know if this is allowed per city policy to apply for CDBG. Committee stated they have not had this question before and suggested Ms. Wright check with the City Attorney to verify if there is any policy that would prevent them from applying.</p> <p>Councilor Malone requested clarification on what year applications are open for, FY23 or FY24. Ms. Wright clarified that applications are open for FY24 and the committee will hear from applications in the beginning of 2023.</p>

Motion made by Councilor Larochelle and seconded by Councilor Gilman. The motion passed unanimously. The meeting was adjourned 6:45 p.m.

Next Meeting – Monday, November 21, 2022, at 6:00 p.m., Cocheco Conference Room,
City Hall Annex, 33 Wakefield St.

Topics: TBD