



# Rochester City Council

## Community Development Committee

### MEETING MINUTES

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

<b>Meeting Date:</b>	Monday, March 21, 2022	
<b>Members Present:</b>	Laura Hainey Skip Gilman Tim Fontneau John Larochelle Amy Malone	<b>Members Absent:</b> None
<b>Guests/Staff:</b>	Julian Long, Rochester Community Development Coordinator Todd Marsh, Welfare Director	

Councilor Hainey called the meeting to order at 6:00 p.m. Councilor Malone pointed out that Ms. Mandy Lancaster from Waypoint NH was listed twice under "Guests/Staff," and Mr. Long stated that he would correct the minutes. Motion was made by Councilor Malone to approve the February 28, 2022 meeting minutes and was seconded by Councilor Gilman. The motion passed unanimously.

<b>PUBLIC INPUT</b>	There was no public input.
<b>FY 23 CDBG GRANT APPLICATIONS–Funding Recommendations</b>	<p>Councilor Fontneau entered the meeting at 6:05 p.m.</p> <p>Mr. Marsh discussed the FY 2023 CDBG grant applications with the committee members and the Welfare Office's knowledge and experiences with the applicant non-profit agencies.</p> <p>Councilor Malone declared her conflict as an employee of Waypoint NH.</p> <p>The committee discussed their funding priorities and came to a consensus on the following funding recommendations for the Public Service Agency funding subcategory:</p> <p>Waypoint NH - \$4,000  SHARE Fund - \$5,584.45  My Friend's Place - \$12,500  HAVEN - \$2,000  Strafford Meals on Wheels - \$3,000  CASA of NH - \$1,000  Dover Adult Learning Center - \$5,000</p>

Fair Housing - \$200  
MY TURN - \$1,000

The committee also agreed that any Public Service Agency funding amounts received from HUD in excess of \$34,284.45 should be split equally between SHARE Fund and My Friend's Place.

**Motion was made by Councilor Hainey to approve the above funding recommendations and forward to the City Council for approval, and the motion was seconded by Councilor Malone.** The motion passed unanimously.

**Motion was made by Councilor Hainey to award \$4,000 in CDBG Public Service Agency funds to Waypoint NH, and the motion was seconded by Councilor Larochelle.** Councilors Hainey, Fontneau, Gilman, and Larochelle voted yea. Councilor Malone abstained.

The committee proceeded to discuss the Public Facilities and Housing Rehabilitation requests. Councilor Malone asked if the Homeless Center for Strafford County's solar panel project would be eligible for tax credits, and Mr. Long replied that the municipality would not be able to receive tax credits for the project.

**Motion was made by Councilor Larochelle to not fund the Homeless Center for Strafford County solar panels project, and the motion was seconded by Councilor Fontneau.** The motion passed unanimously.

**Motion was made by Councilor Fontneau to not fund the Paradise Estates water system project, and the motion was seconded by Councilor Malone.** Councilor Larochelle expressed support for the motion. The motion passed unanimously.

The committee discussed their funding priorities and came to a consensus on the following funding recommendations for the Public Facilities and Housing Rehabilitation funding subcategory:

Recreation Department – Pickleball Court, Teen Recreation Area, and Security Cameras - \$75,000  
Community Action Partnership for Strafford County (Strafford CAP) – Housing Rehabilitation - \$65,000

**Motion was made by Councilor Fontneau to approve the above funding recommendations and forward to the City Council for approval, and the motion was seconded by Councilor Gilman.** The motion passed unanimously.

**Motion was made by Councilor Fontneau to allocate an additional \$10,000 to Strafford CAP and an additional \$23,565.95 to the**

	<p><b>Recreation Department projects, and the motion was seconded by Councilor Malone.</b> The motion passed unanimously.</p> <p><b>Motion was made by Councilor Hainey that any Public Facilities and Housing Rehabilitation funding amount received from HUD in excess of \$148,565.95 be awarded to the Recreation Department projects, and the motion was seconded by Councilor Malone.</b> The motion passed unanimously.</p>
<p><b>FY 23 MUNICIPAL GRANT APPLICATIONS– Funding Recommendations</b></p>	<p>The committee discussed the FY 2023 municipal funding grant requests. Councilor Malone asked about the reporting requirements for the municipal grants, and Mr. Long stated that the existing CDBG reporting form could be adapted for the municipal grant recipients. Councilor Fontneau discussed conversations with the East Rochester Library regarding its attempts to expand its reach into the wider community</p> <p>East Rochester Library - \$7,500  SOS Recovery Center - \$45,000  EasterSeals NH - \$9,000  Cornerstone VNA - \$28,826  Community Action Partnership of Strafford County - \$10,000  Cooperative Alliance for Seacoast Transportation - \$199,500</p> <p><b>Motion was made by Councilor Hainey to approve the above funding recommendations and forward to the Finance Department for inclusion in the draft FY 2023 City budget, and the motion was seconded by Councilor Malone.</b> The motion passed unanimously.</p>
<p><b>FY 23 DRAFT CDBG ANNUAL ACTION PLAN – Second Review and Approval</b></p>	<p>Mr. Long gave a brief overview of the plan and explained that the Community Development Committee’s CDBG funding recommendations would be incorporated into the draft Annual Action Plan before the plan is submitted to the full City Council.</p> <p><b>Motion was made by Councilor Hainey to approve the draft FY 2023 Annual Action Plan and submit to City Council for review and approval, and the motion was seconded by Councilor Larochele.</b> The motion passed unanimously.</p>
<p><b>PUBLIC FACILITIES NAMING POLICY – Revised Draft</b></p>	<p>Councilor Larochele suggested that the numbered items in the policy paragraphs be changed to bullet points to increase readability, and the other committee members agreed. Mr. Long stated he would revise the draft policy accordingly.</p> <p><b>Motion was made by Councilor Hainey to approve the draft policy, as amended, and submit to City Council for review and approval. The motion was seconded by Councilor Malone.</b> The motion passed unanimously.</p>
<p><b>COMMUNITY DEVELOPMENT PROGRAM REPORT</b></p>	<p>Mr. Long gave a brief overview of recent CDBG program activities. He noted that there is a proposed rule that would change the Davis-Bacon Act, which mandates minimum wage rates for laborers on federally-funded construction project. Mr. Long stated he is review the proposed updates and, if warranted, may submit a comment on behalf of the city before the rule is finalized.</p>
<p><b>OTHER BUSINESS</b></p>	<p>There was no other business.</p>

The meeting was adjourned at 8:43 p.m.

**Next Meeting** – Monday, April 18, 2022, at 6:00 p.m., Isinglass Conference Room, City Hall Annex, 33 Wakefield St.

**Topics** – Community Development Program Report