

**City Council Special Meeting  
July 20, 2021  
Council Chambers  
6:40 PM**

**COUNCILORS PRESENT**

Councilor Abbott  
Councilor Belken  
Councilor Bogan  
Councilor Gray  
Councilor Hamann  
Councilor Hutchinson  
Councilor Lachapelle  
Councilor Rice  
Councilor Walker  
Mayor Lauterborn

**OTHERS PRESENT**

Blaine Cox, City Manager  
Katie Ambrose, Deputy City Manager  
Terence O'Rourke, City Attorney

**COUNCILORS ABSENT/EXCUSED**

Councilor Hainey  
Councilor Jean

**Minutes**

**1. Call to Order**

Mayor Lauterborn called the Special Meeting to order at 6:40 PM. Deputy City Clerk Cassie Givara had taken the roll prior to the public hearing immediately preceding the Special Meeting; all Councilors were present except for Councilors Hainey and Jean, who were both excused.

Mayor Lauterborn read the following resolutions prior to the second reading of the CDBG-CV resolution:

I would entertain a motion to approve the resolution, thereby authorizing the submission of a CDBG-CV application, authorizing City Manager Blaine Cox to sign and submit the application and any related forms and documents, and upon approval of the CDBG-CV application, authorize City Manager Cox to execute any documents which may be necessary to effectuate the CDBG-CV contract, and any amendments thereto.

Councilor Lachapelle **MOVED** to **APPROVE** the above resolution. Councilor Walker seconded the motion. The **MOTION CARRIED** by a

unanimous voice vote.

I would entertain a motion to approve the Gafney Home Project Residential Anti-Displacement and Relocation Plan, which was prepared by Strafford Regional Planning Commission for the purpose of this application and which is consistent with the requirements of Rochester’s existing Anti-Displacement and Relocation Assistance Plan.

Councilor Lachapelle **MOVED** to **APPROVE** the above resolution. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**2. Resolution Authorizing an application for Community Development Block Grant – COVID-19 (CDBG-CV) Housing Funding To Support Renovation of the Gafney Home *second reading and consideration for adoption***

Councilor Lachapelle **MOVED** to read the resolution for a second time by title only. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor Lauterborn read the resolutions for a second time by title only as follows:

**RESOLUTION AUTHORIZING AN APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT – COVID-19 (CDBG-CV) HOUSING FUNDING TO SUPPORT RENOVATION OF THE GAFNEY HOME**

WHEREAS: The 2020-2025 Rochester CDBG Consolidated Action Plan documents rising demand for housing for elderly residents, including residents living on fixed incomes; and

WHEREAS: HUD Community Development Block Grant CARES Act (CDBG-CV) funds are available through the NH Community Development Finance Authority for housing grants of up to \$500,000; and

WHEREAS: A primary component of the CARES Act is assistance to State, Local, Territorial, and Tribal Government for the direct impact of the COVID-19 pandemic; and

WHEREAS: Community Action Partnership of Strafford County (CAPSC) owns the location at 90 Wakefield Street Rochester, NH 03867, also known as the Gafney Home

(hereafter the "Gafney Home"); and

WHEREAS: CAPSC proposes to renovate the Gafney Home to create 21 apartments to serve an income-qualified population of residents aged 62 and older; and

WHEREAS: The Gafney Home and its services will benefit a limited clientele made up entirely of individuals or families aged 62 and older; and

WHEREAS: Elderly persons are presumed by HUD to be low- to moderate-income for the purposes of CDBG eligibility; and

WHEREAS: An application for a CDBG-CV grant has been prepared by Strafford Regional Planning Commission (SRPC) on behalf of the City of Rochester and in collaboration with CAPSC; and

WHEREAS: A duly-noticed public hearing for the purposes of soliciting feedback from the public and meeting the requirements of the CDBG program was held on July 20, 2021.

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

- I.** That the City of Rochester will submit an application for Community Development Block Grant COVID-19 funds of up to \$500,000 for the purpose of renovating the property at 90 Wakefield Street, Rochester, NH 03867 in partnership with Community Action Partners of Strafford County, who intends to create 21 apartments to serve income-qualified elderly persons.
- II.** The City of Rochester hereby adopts a project-specific Anti-Displacement Policy that incorporates and is subordinate to the pre-existing CDBG Anti-Displacement and Relocation Assistance Plan.
- III.** The City Manager is authorized to apply for, accept, and expend the CDBG-CV funds of up to \$500,000 and to officially represent the City of Rochester in connection with the application, including execution of contracts on behalf of the City and any other related documents necessary or convenient to carry out the intent of said grant agreement (including acting as the certifying

officer for HUD environmental documents) without further action of the City Council for the purposes set forth in the grant agreement.

- IV.** The City Manager is hereby authorized to enter into agreement(s) with Community Action Partners of Strafford County as subrecipients and Strafford Regional Planning Commission as grant-writers and grant administrators for the purposes of this grant.

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

- 3. Resolution Authorizing Acceptance of \$4,419 NH State Library Grant to the City of Rochester Library and Supplemental Appropriation in Connection Therewith *first reading and consideration for adoption***

Councilor Lachapelle **MOVED** to read the resolution for a first time by title only. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote. Mayor Lauterborn read the resolution for a first time by title only as follows:

**Resolution Authorizing Acceptance of \$4,419 NH State Library Grant to the City of Rochester Library and Supplemental Appropriation in Connection Therewith**

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

The Mayor and City Council authorize a supplemental appropriation to the FY22 Library operating budget in the amount of Four Thousand Four Hundred Nineteen Dollars (\$4,419.00) with the entirety of the supplemental appropriation being derived from a NH State Library grant. The grant funds will be used to digitize issues of the Rochester Courier newspaper that date from 1864 to 1993, which are currently on microfilm. Digitization will improve access to these newspapers.

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 and to establish special revenue, non-lapsing, multi-year fund accounts(s) as necessary to which said sums shall

be recorded.

Councilor Lachapelle **MOVED** to **ADOPT** the resolution. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**4. Adjournment**

Mayor Lauterborn **ADJOURNED** the Special Meeting at 6:42 PM.

Respectfully Submitted,

Cassie Givara  
Deputy City Clerk