

**City Council Special Meeting  
July 19, 2022  
Council Chambers  
6:39 PM**

**COUNCILORS PRESENT**

Councilor Beaudoin  
Councilor Berlin  
Councilor de Geofroy  
Councilor Fontneau  
Councilor Gilman  
Councilor Gray  
Councilor Hailey  
Councilor Hamann  
Councilor Larochelle  
Councilor Malone  
Mayor Callaghan

**OTHERS PRESENT**

Blaine Cox, City Manager  
Katie Ambrose, Deputy City Manager  
Betsey Andrews Parker, CAPSC  
Jenn Marsh, Asst. Director of Economic  
Development

**COUNCILORS EXCUSED**

Councilor Desrochers  
Deputy Mayor Lachapelle

**Minutes**

**1. Call to Order**

Mayor Callaghan called the Special Meeting to order at 6:39 PM. Deputy City Clerk Cassie Givara had taken a silent roll prior to the public hearing immediately preceding the Special Meeting; all Councilors were present except for Councilors Desrochers and Lachapelle, who were both excused.

**2. Resolution Authorizing an Application for Community Development Block Grant – COVID-19 (CDBG-CV) Funding to Support Facilities Project *second reading and consideration for adoption***

Mayor Callaghan read the resolution for a second time by title only as follows:

**Resolution Authorizing An Application For Community Development Block Grant-Covid-19 (CDBG-CV) Funding to Support Facilities Project**

WHEREAS: The 2020-2025 Rochester CDBG Consolidated Action Plan Documents priorities and areas of high priority need for supportive services and shelter assistance to extremely low, low and moderately low income residents of the City experiencing homelessness; and

WHEREAS: HUD Community Development Block Grant Covid 19 funds are available through the NH Community Development Finance Authority for CDBG-CV response; and

WHEREAS: A primary component of the CARES act is assistance to State, Local, Territorial and Tribal Governments with a direct impact of COVID-19 pandemic; and

WHEREAS: The Homeless Center for Strafford County owns the location at 202 Washington Street, Rochester NH 03839; and

WHEREAS: The Homeless Center For Strafford County proposes to install rooftop solar energy to supply electricity to the shelter building supplementing the electrical supply that provides specialized air circulation to the shelter building in service to extremely low income, Low income, moderately low income Rochester residents; and

WHEREAS: Shelter clients are specifically screened to ensure that they are HUD income qualified populations of the City of Rochester; and

WHEREAS: The Homeless Center For Strafford County services provide a shelter and programming benefit to a large proportion of Rochester clientele made up entirely of extremely low income low income and moderately low income city residents; and

WHEREAS: An application for CDBG – CV grant has been prepared by The Homeless Center For Strafford County on behalf of the city of Rochester in collaboration with City staff; 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 19, 2022.

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

I. The city of Rochester will submit an application for community development Block Grant COVID-19 funds of \$120,000 for the purpose of installing a solar panel unit on the rooftop of the building owned by the homeless center for Strafford County located at 202 Washington St., Rochester, NH 03839

II. The city of Rochester here by adopts a project specific energy response that incorporates and is subordinate to the pre-existing CDBG facilities energy plan(s)

III. The City Manager is authorized to apply for and accept and expand the CDBG – CV funds of up to \$120,000 and to officially represent the City of Rochester, New Hampshire in connection with the application including execution of contract on behalf of the city and any other related documents necessary or convenient to carry out the intent of said grant application including acting as the certifying officer for HUD environmental documents without further action of the City Council for the purpose set forth in the grant agreement

IV. The City Manager is here by authorized to enter into agreement with the Homeless Center for Strafford County as sub recipient for the Grant

Councilor Beaudoin asked if this money could be used for other purposes within the City of Rochester. He asked if this was funding that had been granted to the City as a block and could potentially be used for other projects. City Manager Cox answered that this is State funding, not funding for which the City had applied. Councilor Beaudoin asked if the City would have been able to apply for this funding themselves. City Manager Cox stated that he does not believe this money would have been available to the City and clarified that the City receives its own CDBG funding allocation annually.

Councilor Hainey reported that the Community Development Committee had met the night prior and discussed this funding and recommended that it be approved by Council. She confirmed that this is not City funding and there is no cost to Rochester, however the City of Rochester needs to apply for the grant on behalf of the Homeless Center of Strafford County in order for them to receive the funding.

Councilor Beaudoin stated that, although he would support the adoption, he felt this was a poor use of money. He explained that he felt the overall costs for solar panel installation and maintenance outweighed the cost savings experienced. Councilor Fontneau said that the HCSC had applied for \$75,000 in CDBG funds earlier in the year for this project, and neither the Community Development Committee nor the City Council had supported the request, for the reasons that Councilor Beaudoin voiced. After the request was denied, the HCSC had gone out on their own and sourced this funding with the City of Rochester simply acting as an administrator of the funds.

Councilor Hainey **MOVED** to **ADOPT** the resolution. Councilor Fontneau seconded the motion. The **MOTION CARRIED** by an 11 – 0 roll call vote with Councilors Berlin, Gray, Fontneau, Hamann, Hainey, Lachapelle, Larochelle, Beaudoin, Malone, Gilman, de Geofroy, and Mayor Callaghan all voting in favor.

3. **Resolution Authorizing an Application for Community Development Block Grant-COVID-19 (CDBG-CV) Gap Funding Budget Amendment on behalf of the City of Rochester and Community Action Partnership of Strafford County for the Gafney Home Renovation Project in the amount of \$171,116.00 *consideration for adoption***

Mayor Callaghan asked for the following prior to the first reading of the Gafney Home gap funding resolution:

A motion to approve the resolution, thereby authorizing the submittal of the CDBG gap funding budget amendment request on behalf of the City of Rochester and Community Action Partnership of Strafford County for \$171,116 and;

A motion to authorize the City Manager, Blaine Cox, to execute any and all documents necessary to effectuate the potential CDBG contract amendments thereto.

Mayor Callaghan read the resolution for a first time by title only as follows:

**Resolution Authorizing An Application For Community Development Block Grant-  
Covid-19 (CDBG-CV) Gap Funding Budget Amendment on Behalf of the City of  
Rochester and Community Action Partnership of Stafford County for the Gafney  
Home Renovation Project**

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 CDBG-CV response where a total of approximately \$1,500,000 is available this year for Gap Funds; and

WHEREAS: A primary component of the CARES act is assistance to State, Local, Territorial and Tribal Governments with a direct impact of COVID-19 pandemic; and

WHEREAS: The 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 use the funding to support increased costs associated with 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 or older; and

WHEREAS: All 21 units will be rented to households that income qualify as low-to-moderate-income for the purposes of CDBG eligibility; and

WHEREAS: An application for CDBG – CV grant has been prepared by Strafford Regional Planning Commission (SRPC) on behalf of the city of Rochester 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 19, 2022.

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

- I. The city of Rochester will submit an application for community development Block Grant COVID-19 funds of \$171,116 for the purpose of Gap Funds needed in The Gafney Home project funding associated with increased costs of materials and supplies for Community Action Partnership of Strafford County located at 90 Wakefield St., Rochester, NH 03867
- II. The city of Rochester here by 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 and accept and expand the CDBG – CV funds of up to \$171,116 and to officially represent the City of Rochester, New Hampshire in connection with the application including execution of contract on behalf of the city and any other related documents necessary or convenient to carry out the intent of said grant application including acting as the certifying officer for HUD environmental documents without further action of the City Council for the purpose set forth in the grant agreement
- IV. The City Manager is here by authorized to enter into agreement(s) with Community Action Partnership of Strafford County as sub-recipients and Strafford Regional Planning Commission as grant-writers and grant administrators for the purposes of this grant.

Councilor Fontneau **MOVED** to **ADOPT** the resolution. Councilor Malone seconded the motion. Councilor Fontneau expressed that this project is very worthwhile and he felt that it is the best possible use of the Gafney home property. Mayor Callaghan agreed and spoke of guidance from Governor Sununu advising renovation of Victorian housing for purposes such as this. The **MOTION CARRIED** by an 11 – 0 roll call vote with Councilors Hainey, Gray, Malone, Gilman, Fontneau, Larochele, de Geofroy, Berlin, Beaudoin, Hamann, and Mayor Callaghan all voting in favor.

#### 4. **Adjournment**

Mayor Callaghan **ADJOURNED** the City Council Special meeting at 6:47 PM.

Respectfully Submitted,

Cassie Givara  
Deputy City Clerk