

**City Council Workshop
March 21, 2023
Council Chambers
6:04 PM**

COUNCILORS PRESENT

Councilor Beaudoin
Councilor Berlin
Councilor de Geofroy
Councilor Desrochers
Councilor Gilman
Councilor Gray
Councilor Hailey
Councilor Hamann
Councilor Larochelle
Councilor Malone
Deputy Mayor Lachapelle
Mayor Callaghan

OTHERS PRESENT

Blaine Cox, City Manager
Katie Ambrose, Deputy City Manager
Terence O'Rourke, City Attorney
Susan Rice, resident
Dan Fitzpatrick, State Representative

COUNCILORS EXCUSED

Councilor Fontneau

Minutes

1. Call to Order

Mayor Callaghan called the City Council Workshop to order at 6:04 PM. Deputy City Clerk Cassie Givara took a silent roll attendance. All Councilors were present except for Councilor Fontneau, who was excused.

2. Public Input

Susan Rice, resident, addressed Council regarding the newly enacted Code of Ethics and filing a formal complaint.

3. Communications from the City Manager

City Manager Cox reported that the elderly, disabled, and veteran tax credit applications continue to be received for both new and renewal applicants. The deadline for these applications through the assessing office is April 17.

Additionally, City Manager Cox reported the following:

- The Strafford Square roundabout will be completed by December of the current calendar year.

- Final paving of Old Dover, Tingley, and Birch will be completed this spring as part of the Colonial Pines sewer extension project.
- The crane at 45-55 North Main Street is completing the placement of the steel for the Hoffman Building project in June.
- Mayor and City Staff met with the Governor and state delegates to discuss the State funding for the new Rochester courthouse.
- The final day of operations at the Willand Warming Center will be March 31. He said he would bring a final stat report along with budget updates to the next Council meeting. He praised SOS, the County, the volunteers, and the tri-city EMDs for their work in making the warming center a success.

City Manager Cox reported that the organizers of the Rochester farmer's market have announced that they will not return for the 2023 season, largely due to low vendor participation and low customer turnout. They hope to reinstate the market in 2024.

City Manager Cox reminded Councilors to sit forward and speak into their microphones during meetings.

Councilor Beaudoin referenced the Department of Public Works (Buildings and Grounds) report on page 31, which notes that there have been two new employees hired who will be trained to cover the Opera House requirements. He asked what their hours and duties would entail, and if the Opera House would be covering their salaries. City Manager Cox said he would look into the specifics and report back; however, he assumed the employees' hours would be related to the Opera House's schedule. He clarified that the City does provide custodial services to the Opera House.

4. Communications from the Mayor

Mayor Callaghan invited Councilor Desrochers to speak.

Councilor Desrochers stated that The Planning Department in conjunction with the Arts & Culture Commission and Historic District Commission are currently in the process of Master planning; during the last iteration of the Master Plan, there was no Arts & Culture Commission. She encouraged those interested in taking the Master Plan surveys to visit rochesterny.gov/development/rochestermp/online or to scan the QR code on posters around the City to take the survey. Councilor Desrochers indicated that the Arts & Culture Commission is looking for members currently.

Councilor Desrochers also announced that the Maple Street Magnet School PTA is hosting an art gala and silent auction featuring art from Magnet School students. The event will take place on March 25 from 1:30 PM to 3:30 PM at RPAC (32 North Main Street) with proceeds going to the Magnet School PTA.

Mayor Callaghan thanked SOS, the Tri-City EMDs, volunteers, and the County for their work at the Willand Warming center. He pointed out the additional benefit of some of the warming center patrons accepting substance misuse treatment while at the facility.

Mayor Callaghan gave an update the Granite Ridge. He explained that Phase I is assessed at \$33 million currently and will increase when additional planned businesses are opened. There have been between 500 – 1000 jobs created with the first phase. This land, before development, was assessed at \$26,000. Phase II as it sits now, undeveloped, generates \$13,000 per year in real estate taxes. The estimated value following proposed development is \$75 million and will generate over \$100 million in tax revenues per year and hundreds of additional jobs.

Mayor Callaghan said that he and City Manager Cox had participated in the St. Patrick's Day breakfast at the Senior Center in the James Foley Community Center. He reported that the participants were very complementary of Jeff Turgeon, the senior center director. City Manager Cox thanked Steve Trepanier and Officer Kimbrough, who helped prepare and serve the food.

The Mayor announced that he had been contacted by the Chair of the School Board and informed that they had voted to move forward with the construction of a new school, so there will need to be a Joint Building Committee (JBC) formed. He appointed Councilor de Geofroy to serve along with the current members of the exploratory committee; Councilor Beaudoin, Councilor Malone, Councilor Hamann, and the Mayor. These five members will now comprise the JBC.

~~5. **Update: Frisbie Memorial Hospital** — Tim Jones, CEO~~

5. Roberts Rules of Order – Why and How

Dan Fitzpatrick, Parliamentarian, State Representative, and former Rochester City Manager, presented to Council and overview of Robert's Rules of Order. He detailed types of motions, situations in which they are commonly used, and the Basic Principles.

Councilor Beaudoin asked for clarification on the "objection to the consideration of a question" and how it might be utilized. He asked if it was used when a Councilor wants to continue debate after the question has been called for a vote. Mr. Fitzpatrick explained that this is often used in circumstances where an individual thinks that the discussion is not in the best interest of the organization. He gave an example of a Councilor calling for a motion condemning a foreign war in which another Councilor could object to the consideration of the question because it does not pertain to the work of the City Council. He clarified that this cannot be used on an incidental main motion.

Mr. Fitzpatrick gave an overview of how the "consent agenda" could be used; to dispose of routine and/or uncontroversial items quickly and easily by grouping them together and adopting them with a single motion. He also said the Chair can handle one or more motions by asking if there are any objections to the item(s), and if not, approving the item(s) without a vote.

Councilor Desrochers asked for an explanation of the difference between a "point of order" and a "parliamentary inquiry." Mr. Fitzpatrick explained that a parliamentary inquiry would be a question or clarification on any motion or action before the board. A point of order can be raised when a member disagrees with what is occurring, but it does not necessarily have to relate to the action taking place.

Attorney O'Rourke asked in what circumstance "postpone indefinitely" would be used and how these items would be brought back to the board for action. Mr. Fitzpatrick said that "postpone indefinitely" is used when the board wants to dispose of (kill) an item. There is a motion detailed in Robert's Rules that explains how these motions can be brought back for action. Councilor Lachapelle asked if an item that has been postponed indefinitely can be brought up for consideration at future meetings by any Councilor. Mr. Fitzpatrick confirmed that this is true.

6. Department Reports

Councilor Hainey asked if the formation of the JBC, as referenced earlier in the meeting, should be voted on by Council in light of the information covered by Mr. Fitzpatrick in his Robert's Rules presentation. Mayor Callaghan said it was not necessary to take a vote; Mr. Fitzpatrick's presentation noted that Federal law, State law, City Charter, and City Ordinances all took precedence over Robert's Rules of Order. He said that the City Charter authorizes the Mayor to appoint members of Council sub-Committees, and the JBC falls under that category.

Councilor Larochelle noted that the Fire Department report shows that

carbon monoxide calls were increased this year. He asked if there was a reason why this was occurring and if there was any advice the Fire Chief could give for reducing the risks. Chief Dennis Dube explained that overall there had not been an increase in carbon monoxide calls (two incidents more than the same month last year). These calls tend to be clustered in the extreme cold weather seasons when people are using heating equipment. Chief Dube recommended that residents get any heating appliances cleaned and inspected by licensed professionals annually and to ensure that exhaust systems are clear and not blocked by snow or ice.

Councilor Larochelle pointed out the increase in alarm calls from twenty in February of 2022, to forty-six in February of 2023. He asked how many of these were false or repeat alarms and if there was a reason for the increase in calls, such as people not getting proper maintenance for their alarm systems. Chief Dube explained that the increase is due to the severe weather occurring this winter, which can cause leaking from sprinkler systems, triggering alarms. These alarm calls then result in a fire department response. The Department does treat all alarm activations as a potential fire and responds with appropriate staff and equipment.

7. Non-public/non-meeting

Councilor Lachapelle **MOVED** to enter into a non-public session at 6:57 PM under RSA 91-A:3, II (d) for Land and RSA 91-A:3, II (a) Personnel. Councilor Desrochers seconded the motion. The **MOTION CARRIED** by a 12 – 0 roll call vote with Councilors Hainey, Gray, Malone, Gilman, Larochelle, de Geofroy, Desrochers, Berlin, Beaudoin, Hamann, Lachapelle, and Mayor Callaghan all voting in favor.

7.1 Non-Public Session – Personnel, RSA 91-A:3, II (a)

7.2 Non-Public Session – Land, RSA 91-A:3, II (d)

Councilor Lachapelle **MOVED** to exit the non-public session at 7:30 PM. Councilor Malone seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Lachapelle **MOVED** to seal the minutes of the non-public session because disclosure would render the proposed action ineffective. Councilor Malone seconded the motion. The **MOTION CARRIED** by a 12 – 0 roll call vote with Councilors Berlin, Desrochers, Gray, Hamann, Hainey, Lachapelle, Larochelle, Beaudoin, Malone, Gilman, de Geofroy, and Mayor Callaghan voting in favor.

8. Adjournment

Mayor Callaghan **ADJOURNED** the City Council Workshop Meeting at 7:31 PM.

Respectfully Submitted,

Cassie Givara
Deputy City Clerk