



City of Rochester, New Hampshire  
Office of Economic & Community Development  
33 Wakefield Street, Rochester, NH 03867  
(603) 335-7522, [www.rochesterredc.com](http://www.rochesterredc.com)

**City Hall**  
**31 Wakefield Street, Rochester, NH 03867-1917**  
**603-335-7522 FAX: 603-335-7585**  
**[michael.scala@rochesternh.net](mailto:michael.scala@rochesternh.net)**

**AGENDA – DRAFT**  
**Tuesday January 26, 2021**  
**8 AM Virtual Meeting**  
**[Jennifer.marsh@rochesternh.net](mailto:Jennifer.marsh@rochesternh.net)**

**City of Rochester, NH**  
**Preamble for City Meetings during COVID-19**

Good Evening, as Chairperson of the Rochester Economic Development Department, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of City government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

a.) Providing public access to the meeting by telephone: At this time, I also welcome members of the public accessing this meeting remotely. The public can call-in to the below number using the conference code. This is currently set to allow the public to “listen-in” only, there will be no public comment taken during the meeting.

**Phone number: 857-444-0744**

**Conference code: 689461**

b.) Public Access Troubleshooting: If any member of the public has difficulty accessing the meeting by phone, please email **[jennifer.marsh@rochesternh.net](mailto:jennifer.marsh@rochesternh.net)** or call 603-833-8303

c.) Public Input: Due to the ongoing situation with COVID-19, the City of Rochester will be taking extra steps to allow for public input, while still ensuring participant safety and social distancing. In lieu of attending the meeting, those wishing to share comments, when permitted, with the City



City of Rochester, New Hampshire  
Office of Economic & Community Development  
33 Wakefield Street, Rochester, NH 03867  
(603) 335-7522, [www.rochesterredc.com](http://www.rochesterredc.com)

**Council (Public Hearing and/or Workshop settings) are encouraged to do so by the following methods:**

- **Mail: Economic Development/Public Input, 31 Wakefield Street, Rochester, NH 03867** (*must be received at least three full days prior to the anticipated meeting date*)
- **email [PublicInput@rochesternh.net](mailto:PublicInput@rochesternh.net)** (*must be received no later than 4:00 pm the day before the meeting date*)
- **Voicemail 603-335-7522** (*must be received no later than 5:00 pm the day before the meeting date*)

Please include with your correspondence the intended meeting date for which you are submitting. *All correspondence will be included with the corresponding meeting packet (Addendum).*

d.) **Roll Call:** Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

### Meeting Agenda

- A. **Call to Order** (1 minute) - Attendance
- B. **Approval** (1 minute) – Regular minutes for December 22, 2020
- C. **Introduction** (5 minutes) Tracey Cutler, new ED Secretary
- D. **Discussion** (25 minutes)
  - RLF update and outline overview
- E. **Discussion** (5 minutes)
  - City Council Workshop update
- F. **Discussion** (15 minutes)
  - Project updates
- G. **Discussion** (10 minutes)
  - Membership 2021 voting of officers
- H. **Other**
- I. **Adjourn**

### Officers

Chair – Jonathan Shapleigh  
Vice Chair – Paul Giuliano  
Secretary – Whitney Belton



City of Rochester, New Hampshire  
Office of Economic & Community Development  
33 Wakefield Street, Rochester, NH 03867  
(603) 335-7522, [www.rochesteredc.com](http://www.rochesteredc.com)