



# Rochester City Council

## Community Development Committee

### MEETING MINUTES

**James Gray, Chairperson**

**Elaine Lauterborn, Vice Chairperson**

**Sandra Keans**

**Jake Collins**

**Donna Bogan**

<b>Meeting Date:</b>	January 22, 2015	
<b>Members Present:</b>	Councilor Gray Councilor Keans Councilor Collins Councilor Bogan	<b>Members Absent:</b> Councilor Lauterborn
<b>Guests/Staff:</b>	Julian Long, Community Development Coordinator	

Councilor Gray called the meeting to order at 6:00 p.m. Motion was made by Councilor Collins and seconded by Councilor Bogan to approve the December 15, 2014 minutes. The minutes were approved unanimously.

<b>Five Year Consolidated Action Plan</b>	<p>Mr. Long began by discussing the work performed to prepare the City's Five Year Consolidated Action Plan that is due for submission in May 2015. Mr. Long has been conducting consultation meetings and attending the neighborhood ward meetings to identify community needs. The first of two required public hearings, to gather public input on the Consolidated Action Plan, was also held in December 2014.</p> <p>Councilor Gray requested that Mr. Long prepare the first year of the Five Year Consolidated Action Plan to present at the February 2015 Committee meeting. Mr. Long stated he would do so.</p> <p>Mr. Long also discussed an email received from a City resident, in response to the December 2014 public hearing notice, that requested CDBG funding be used on a community garden. Councilor Gray stated that there is already a community garden located on Franklin Street and requested that Mr. Long contact the Department of Public Works to learn more about the community garden. Mr. Long stated he would do so.</p>
<b>Low to Moderate Income Census Tracts</b>	<p>Mr. Long presented a map showing the new classifications of City census tracts from the U.S. Department of Housing and Urban Development (HUD). Formerly, all census tracts within the City were classified as low to moderate income, but the updates have placed several census tracts outside of this low to moderate income classification.</p> <p>Councilor Gray and Councilor Keans questioned the accuracy of these revisions and asked how HUD made these determinations. Mr. Long said he would find out the exact criteria used by HUD.</p>
<b>FY 2015-2016 CDBG Grant Applications</b>	<p>Mr. Long reported on the grant applications received requesting Community Development Block Grant (CDBG) funding for FY 2015-2016.</p>

	<p>Twenty CDBG grant applications were received, from seventeen public service agencies and government entities. Mr. Long provided to the Committee a brief spreadsheet summary of the grant applications received.</p> <p>Councilor Gray requested that City Welfare director Todd Marsh and Rochester Schools' School Lunch Program coordinator Tom Tanner be invited to the March 2015 Committee meeting to provide guidance as the Committee evaluates the grant applications received. Mr. Long said he would invite Mr. Marsh and Mr. Tanner to this meeting.</p> <p>Councilor Bogan asked why an application had been received from the Dover Adult Learning Center. Mr. Long explained that the Dover Adult Learning Center has a Rochester location. Mr. Long also mentioned that the grant applications requested information specifically on Rochester residents served.</p> <p>Councilor Collins requested that the spreadsheet summary include information on the grant amounts awarded to the grant applicants who received funding in FY 2014-2015. Mr. Long said that he would prepare full analyses of the grant applications for the February 2015 Committee meeting and that this would include information on previous grants awarded.</p>
<p><b>FY 2015-2016 General City Funds Grant Applications</b></p>	<p>Mr. Long reported on the grant applications received requesting general City funding for FY2015-2016. Three general City funding grant applications were received from three public service agencies.</p>
<p><b>CDBG Projects Program Report</b></p>	<p>Mr. Long provided updates on two previously-approved projects, the installation of a pavilion at Hanson Pines Park and the installation of an HVAC system at the City's public library. Mr. Long is checking with federal officials on the current status of the required environmental reviews for both projects.</p> <p>Mr. Long also provided updates on two potential projects, Gonic School playground construction and bicycle racks installations. Mr. Long stated that Gonic School's PTA Playground Committee has contacted the City to request funding for Phase 3 of its playground project. Mr. Long explained that, due to the updates in the HUD classification of census tracts, Gonic School is no longer eligible for CDBG funding.</p> <p>Regarding the bicycle racks project, Mr. Long requested that the Committee finalize the locations for bicycle racks. Councilor Keans asked about the sample bicycle rack designs provided. Mr. Long explained that some of the samples provided were the City logo on other bicycle rack equipment that is not under consideration for purchase.</p> <p>Mr. Long also discussed which proposed bicycle rack locations are in low to moderate income census tracts and which are not. Councilor Gray requested Mr. Long to research other CDBG eligibility possibilities for the proposed locations that are not in low to moderate income census tracts. Mr. Long said he would research this.</p> <p>Councilor Keans suggested that CDBG funds be used to install lighting at</p>

	<p>the basketball court. Councilor Bogan suggested lighting at the tennis courts, as well. Both councilors expressed that such projects would channel youth activity into productive directions. Councilor Collins expressed agreement and support. Councilor Keans suggested the installation of a boat ramp at Hanson Pines Park. Councilor Gray suggested canoeing but stated that lights installations at the basketball and tennis courts should be prioritized.</p> <p>Councilor Gray asked Mr. Long to consult with the Recreation Department and to check on the CDBG eligibility of these potential projects. Mr. Long said he would do so.</p> <p>Councilor Gray suggested the possibility that CDBG funding be used to install an accessibility lift at Spaulding High School. Councilor Gray requested that Mr. Long consult with Assistant Superintendent Mary Moriarty and Rochester School Department's Building and Grounds head Richard Bickford. Mr. Long said he would do so.</p> <p>Lastly, Mr. Long discussed his involvement with Bridging the Gaps: Rochester Community Coalition for Alcohol and Drug Prevention (Bridging the Gaps). Pending federal approval of the City becoming the new fiscal agent for Bridging the Gaps, Mr. Long will become the fiscal agent for the program and oversee the grants management portion of its administration.</p>
<b>Other Business</b>	<p>Councilor Bogan mentioned that a resident approached her with concerns regarding the Granite Ridge development and whether or not Market Basket will close its current location to move to the development. Councilor Gray suggested that this concern be referred to Economic Development Manager Karen Pollard.</p>
<b>Public Input</b>	<p>There was no public input.</p>

Motion to adjourn was made by Councilor Keans and seconded by Councilor Collins. The meeting was adjourned at 7:04 p.m.

Next Meeting – FEBRUARY 26, 2015 at 6:00pm in the Conference Room at City Hall  
Topics – Five Year Consolidated Action Plan, CDBG Grant Applications