



Rochester City Council

Community Development Committee

MEETING MINUTES

James Gray, Chairperson

Elaine Lauterborn, Vice Chairperson

Sandra Keans

Jake Collins

Donna Bogan

Meeting Date:	February 26, 2015	
Members Present:	Councilor Collins Councilor Gray Councilor Keans Councilor Lauterborn	Members Absent: Councilor Bogan
Guests/Staff:	Julian Long, Community Development Coordinator Heidi Roberts-Morrison, The Homemakers Chris Wellington, New Hampshire Legal Assistance Julie Reynolds, Cornerstone VNA Martha Stone, Cross Roads House Susan Ford, My Friend's Place and Homeless Center for Strafford County Quinn Slayton, Community Action Partnership for Strafford County Brandi Chagnon, Community Action Partnership for Strafford County Melissa Adams, Community Action Partnership for Strafford County David Kutz, Community Partners Richard Wagner, AIDS Response Seacoast John Sigmund, Seacoast Learning Center/Children's Dyslexia Center Jeff Grant, Seacoast Learning Center/Children's Dyslexia Center Brenda Peters, Seacoast Learning Center/Children's Dyslexia Center Christiane Casserly, Rochester Child Care Center	

Councilor Gray called the meeting to order at 6:02 p.m. Motion was made by Councilor Lauterborn and seconded by Councilor Collins to approve the January 22, 2015 minutes. The minutes were approved unanimously.

FY 2015-2016 Public Service Agency Grant Applicant Presentations	<p>Ms. Heidi Roberts-Morrison from The Homemakers presented first. The Homemakers has requested funding to assist in its provision of home care for the elderly and persons with disabilities.</p> <p>Ms. Chris Wellington from New Hampshire Legal Assistance presented next. New Hampshire Legal Assistance has requested funding for its Housing Justice Project. Councilors Collins and Lauterborn asked about the service range of the organization and how the organization informs the public of its services. Ms. Wellington stated that her organization provides statewide services and receives clients through a statewide referral system.</p> <p>Councilor Keans joined the meeting during the course of the presentation from New Hampshire Legal Assistance.</p>
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Ms. Julie Reynolds from Cornerstone VNA presented next. Cornerstone VNA has requested funding to assist in its provision of home health care, including pediatrics and end of life care. Councilor Collins asked about the organization's private fundraising. Ms. Reynolds stated that her organization does private fundraising but that it does not cover all organizational costs. Councilor Keans asked whether the organization offers newborn visits. Ms. Reynolds stated that her organization does. Councilor Gray offered a comment about the near-future availability of Hyder Family Hospice House as a resource for hospice providers.

Ms. Martha Stone from Cross Roads House presented next. Cross Roads House has requested funding to assist in its provision of shelter and case management services to individuals and families experiencing homelessness. Councilor Keans requested a list of Cross Roads House's collaborative partners in the Coordinated Access system. Ms. Stone stated she would provide this list to the Community Development Coordinator. Councilor Keans also asked about programs specific to housing homeless veterans. Ms. Stone stated that the Seacoast region has a relatively small percentage of veterans in its homeless population and that these veterans are referred to veteran-specific services whenever possible.

Ms. Susan Ford from My Friend's Place presented next. My Friend's Place has requested funding to assist in its provision of shelter to residents experiencing homelessness. Councilor Keans asked whether the shelter's services are available to single men as well as women and families. Ms. Ford stated that the shelter provides services to men, women, and children.

Ms. Quinn Slayton and Ms. Brandi Chagnon from Community Action Partnership for Strafford County presented next. Community Action Partnership for Strafford County has requested funding for general provision of services as well as to fund its housing weatherization program. Councilor Keans asked whether the organization's fuel assistance program is part of its weatherization program. Ms. Slayton and Ms. Chagnon stated that the programs are separate but that persons applying for fuel assistance are referred to the weatherization program. Councilor Keans asked why the organization is not seeing situation stabilization and reduced numbers of people applying for weatherization assistance. Ms. Slayton and Ms. Chagnon stated that this is largely due to the older housing stock in the City.

Ms. Melissa Adams from Community Action Partnership for Strafford County presented next. In addition to general funding and housing weatherization funding, Community Action Partnership for Strafford County has requested funding to install security system upgrades at its Head Start classrooms located in the Rochester Community Center.

Mr. David Kutz from Community Partners presented next. Community Partners has requested funding for its rental assistance program serving persons with mental and developmental disabilities.

Ms. Susan Ford from the Homeless Center for Strafford County presented next. The Homeless Center for Strafford County has requested general funding for its seasonal shelter serving women and families as well as funding to repair the roof on a transitional unit. Councilor Collins asked about the immediacy of the need for a new roof for the transitional unit. Ms. Ford stated that the roof is not yet leaking but is due for replacement due to its old age. Collins Keans asked why the shelter closes before the end of the school year. Ms. Ford stated that the shelter closes when it does due to funding limitations but added that all sheltered persons are housed elsewhere once the shelter closes for the season.

Mr. Richard Wagner from AIDS Response Seacoast presented next. AIDS Response Seacoast has requested funding to assist in the provision of medical case management services to its Rochester clients, including rental and utility assistance.

Mr. John Sigmund, Mr. Jeff Grant, and Ms. Brenda Peters from the Seacoast Learning Center/Children's Dyslexia Center presented next. The Seacoast Learning Center/Children's Dyslexia Center has requested funding to assist in its provision of tutoring services to children with dyslexia as well as training to educational professionals who teach students with dyslexia. Councilor Lauterborn asked who funds the organization. Mr. Sigmund, Mr. Grant, and Ms. Peters stated that the organization is funded by the Scottish Rite Masons as well as private fundraising. Councilor Lauterborn asked whether the organization charges for services provided to the Rochester School Department. Ms. Peters stated that the organization does charge for these services but does not charge the full cost of providing them. Councilor Lauterborn asked how the organization receives referrals. Ms. Peters stated that referrals come from a statewide referral service as well as from the Rochester Schools' psychologist but added that the organization is seeking to increase public awareness of its services. Councilor Lauterborn asked if the organization is state-certified. Ms. Peters stated that the organization is certified through two international dyslexia certification programs. Councilor Keans stated that the program is interesting.

Ms. Christiane Casserly from the Rochester Child Care Center presented last. The Rochester Child Care Center has requested funding to update the hardware on its interior doors as per fire code regulations and directives from the Fire Marshall. Councilor Keans asked for clarification regarding exactly what the Fire Marshall is requiring. Ms. Casserly stated that the doors must be able to be opened without the necessity of unlocking.

Councilor Gray thanked all of the presenters for their time and requested that electronic copies of their testimony be submitted to the Community Development Coordinator for distribution to the Community Development Committee.

Councilors Collins and Lauterborn asked why not all the public service agencies who applied for funding were in attendance. Mr. Long stated that

	<p>a few organizations had intended to come but had representatives become ill but that he did not know why other organizations decided not to attend. Councilor Lauterborn noted that she is on the board of directors of the Dover Adult Learning Center, which is one of the organizations that have applied for funding.</p>
<p>Five Year Consolidated Action Plan</p>	<p>Mr. Long provided updates on the Five Year Consolidated Action Plan and its first year program implementation (FY 2015-2016 Annual Action Plan). Mr. Long has completed drafts of the FY 2015-2016 Annual Action Plan and the executive summary of the Five Year Consolidated Action Plan. Mr. Long stated that subsequent draft sections of the Five Year Consolidated Action Plan would be provided to the Community Development Committee as they are completed. Mr. Long also discussed the revised timeline for the public notice and public hearings required for adoption of the Five Year Consolidated Plan and FY 2015-2016 Annual Action Plan.</p>
<p>CDBG Projects Program Report</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 public library. Councilor Gray asked Mr. Long to invite public library director Brian Sylvester to the March Community Development Committee meeting. Mr. Long stated he would do so. Councilor Keans asked where exactly in the library the HVAC system is to be installed. Mr. Long stated that he would find out. Councilor Gray also raised the possibility of a project addressing potential safety issues with the window blind cords installed in the public library's windows.</p> <p>Mr. Long provided updates on the three proposed projects: the installation of bicycle racks at key City locations, the installation of lights on the basketball and tennis courts, and the installation of a handicap-accessible lift at Spaulding High School. Councilor Gray stated that he would inquire with the City Manager as to the location of existing bicycle racks. Councilor Gray asked Mr. Long to consult with the Rochester School Department regarding the urgency of the handicap-accessible lift project. Mr. Long stated he would do so.</p> <p>Councilor Gray consulted with the other committee members regarding a site visit to Spaulding High School to view the existing elevator lift. This meeting has been set for March 16, 2015 at 3:30 p.m.</p> <p>Councilor Gray discussed the financial break-even needs of the Hyder Family Hospice House for it to remain a stable entity. Councilors Gray, Lauterborn, and Keans discussed how visiting nurse associations can partner with hospice providers.</p>
<p>Other Business</p>	<p>Mr. Long provided updates on the proposed cuts to Community Development Block Grant funding in President Obama's proposed federal budget, the submission of a comment to the U.S. Department of Housing and Urban Development in support of a later submission date for the City's first Assessment of Fair Housing, the award from the N.H. Department of Environmental Services of a grant to the City for its Willow Brook Watershed project, and the fiscal agent change paperwork for the City's assumption of fiscal agency over the Bridging the Gaps' federal Substance Abuse and Mental Health Services Administration grant.</p>

Public Input	There was no public input.
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Motion to adjourn was made by Councilor Collins and seconded by Councilor Keans. The vote to adjourn was unanimous. The meeting was adjourned at 8:28 p.m.

Next Meeting – MARCH 16, 2015 at 3:30 p.m. at Spaulding High School

Topics – Site review for consideration of a handicap-accessible elevator installation

Next Regular Meeting – MARCH 26, 2015 at 6:00 p.m. in the Conference Room at City Hall

Topics – Five Year Consolidated Action Plan, CDBG Grant Applications