



Rochester City Council

Community Development Committee

MEETING MINUTES

Elaine Lauterborn, Chairperson
Donna Bogan, Vice Chairperson
Tom Abbott
Ray Barnett
A. Raymond Varney, Jr.

Meeting Date:	Tuesday, February 23, 2016	
Members Present:	Councilor Abbott Councilor Lauterborn Deputy Mayor Varney	Members Absent: Councilor Barnett Councilor Bogan
Guests/Staff:	Julian Long, Community Development Coordinator Susan Ford, Homeless Center for Strafford County Pamela Thyng, Community Partners Melissa Silvey, SOS Recovery Community Center Mike Kimball, Triangle Club, Inc. Bob O'Connell, My Friend's Place Julie Reynolds, Cornerstone VNA Allie Joseph, MY-TURN Linda Howard, The Homemakers Sandy Beaudry, Cross Roads House Doug Surina, Community Action Partnership of Strafford County Jenny Sheehan, Court-Appointed Special Advocates of New Hampshire Colene Arnold, Hope on Haven Hill Kerry Norton, Hope on Haven Hill	

Councilor Lauterborn called the meeting to order at 7:01 p.m. Motion was made by Deputy Mayor Varney and seconded by Councilor Abbott to approve the January 28, 2016 minutes. The minutes were approved unanimously.

Public Input	There was no public input.
Presentations by FY 2016-2017 Grant Applicants	<p>Ms. Ford from the Homeless Center for Strafford County presented on grant applications requesting operational funds and funds to install a new back-up generator at the shelter. The Homeless Center for Strafford County provides cold-weather shelter for homeless women and families within Strafford County. Ms. Ford mentioned that the current generator has been down four times within the last year.</p> <p>Ms. Thyng from Community Partners presented on a grant application requesting funds to install a new elevator at their Dover office location. Community Partners is the designated Community Mental Health Center, Developmental Services Provider and Family Support Center for Strafford County. Ms. Thyng also read a letter from a client and employee of Community Partners who experiences difficulties in performing his job duties due to the current elevator's malfunctions. Deputy Mayor Varney asked about the costs of replacement versus repair, and Ms. Thyng stated that repair is not a feasible option due to the current elevator's age</p>

and current building codes.

Ms. Silvey from the SOS Recovery Community Center presented on a grant application requesting funds to lease or purchase building space to house a recovery center for residents experiencing substance abuse addiction. The recovery center is to host recovery coaching, peer to peer support, and other services. Potential locations include Portland Street and the former Artstream building. Deputy Mayor Varney and Councilor Lauterborn inquired into the project's overall budget, and Ms. Silvey stated that the recovery center anticipates operational funding from a \$1.4 million state RFP funding opportunity, as well as \$50,000 committed by the New Hampshire Charitable Foundation.

Mr. Kimball from the Triangle Club presented on a grant application requesting funds to expand the second floor of the organization's building located in Dover. Mr. Kimball stated that the Triangle Club serves as a regional recovery center for those experiencing substance abuse addiction, including heroin addiction, and is staffed entirely by volunteers. Councilor Lauterborn asked whether the Triangle Club would be seeking funds from other communities it serves, as well, and Mr. Kimball stated that a grant application will be submitted to the City of Dover's CDBG program requesting partial funds for the project.

Mr. O'Connell from My Friend's Place presented on a grant application requesting operational funds. My Friend's Place is a homeless shelter located in Dover that provides services to the region's homeless populations. Mr. O'Connell stated that he works closely with the City of Rochester and Rochester's welfare director, Todd Marsh, to serve Rochester's homeless residents.

Ms. Reynolds from Cornerstone VNA presented on a grant application for general City funds to cover partial expenses of providing assistive health care and home care services to Rochester residents. Ms. Reynolds discussed sources of funding, decreases in Medicaid reimbursements, and payment reform concerns. Councilor Lauterborn asked if the organization works with local hospices, and Ms. Reynolds stated that they have a contract arrangement with Hyder House. Deputy Mayor Varney asked how the requested amount of funds was determined, and Ms. Reynolds stated that it was based on the percentage of Rochester residents (38%) who receive services.

Ms. Joseph from MY-TURN presented on a grant application for operational expenses related to increased hours for the organization's business engagement staff person. MY-TURN provides educational and vocational services to low-income youth in Rochester and the surrounding region. Councilor Lauterborn asked about the location and age range of the organization, and Ms. Joseph stated that the location is still on Hanson Street but that the age range served has expanded to 16-24.

Ms. Howard from The Homemakers presented on a grant application for general City funds to cover partial expenses of providing assistive health care and home care services to Rochester residents. Ms. Howard stated

that 73% of services are provided to low-income persons. Deputy Mayor Varney asked about the sale status of the property located in front of The Homemaker's building, and Ms. Howard stated that the land had been sold to Frisbie Memorial Hospital and an assisted living facility but 140 acres remains unsold. Councilor Lauterborn asked whether there was an overlap of services with Cornerstone VNA, and Ms. Howard stated that there was some overlap but that The Homemakers bridges gaps in services not provided by Cornerstone VNA.

Ms. Beaudry from Cross Roads House presented on a grant application for operational expenses. Cross Roads House is located in Portsmouth and is the largest regional homeless shelter. Ms. Beaudry stated that the organization serves the entire Seacoast region and houses single men as well as women and families. Mr. Long mentioned that in the FY 2015-2016 grant application summary prepared for the Community Development Committee last year, it was stated incorrectly that Cross Roads House had requested \$3,500; the actual request had been \$12,000. Deputy Mayor Varney asked if Cross Roads House was funded last year, and Mr. Long confirmed that they were.

Mr. Surina from the Community Action Partnership of Strafford County (CAP) presented on a housing rehabilitation grant application requesting funds for CAP's weatherization assistance program and a grant application for general City funds to cover partial expenses of providing services to Rochester residents. CAP provides a range of services, including weatherization assistance, fuel assistance, Head Start services, and other services, to residents of Strafford County. Mr. Surina stated that the general City funds application is the most important as these funds are used to meet the match requirements of other grant sources. Deputy Mayor Varney asked about the unspent FY 2015-2016 grant funds awarded to the weatherization assistance program, and Mr. Surina stated that there had been problems with contractor performance that led to slow expenditure of funds but that CAP's new contractor has been performing well.

Ms. Sheehan of Court-Appointed Special Advocates of New Hampshire (CASA) presented on a grant application for expenses related to volunteer recruitment and training. CASA provides guardians ad litem to represent and protect children's interests in child abuse and neglect court cases. Councilor Lauterborn expresses support for CASA's work.

Dr. Arnold and Ms. Norton presented on a grant application requesting funds to renovate the Hope on Haven Hill facility to bring the building into code compliance. Hope on Haven Hill will provide supportive medical services to pregnant women experiencing homelessness and substance abuse addiction. Dr. Arnold and Ms. Norton stated that currently there is only one facility in the state providing such services, and it is located in Nashua and only has seven beds, with a six to eight week waiting list. They also mentioned that Hope on Haven Hill will be partnering with CAP for case management for women not yet admitted to the facility. Councilor Lauterborn asked whether the organization has other funding sources, and Dr. Arnold and Ms. Norton stated that they will be pursuing \$1.5

	<p>million in state funds earmarked for such services, as well as private fundraising. Within the last two months, \$20,000 in private funds has been raised. Deputy Mayor Varney asked whether the organization anticipates future CDBG grant requests for operational expenses, and Dr. Arnold and Ms. Norton stated that they do not anticipate requiring CDBG funds for operational expenses, which they intend to fund through federal and state grants and Medicaid reimbursements.</p>
<p>CDBG FY 2016-2017 Annual Action Plan</p>	<p>Mr. Long gave a brief overview of the draft FY 2016-2017 Annual Action Plan and the proposed timeline for review and acceptance. The Committee discussed several proposed projects and activities, including past performance of organizations previously funded. The Committee also discussed and decided upon a general approach to deciding on funding recommendations to the full City Council.</p>
<p>CDBG Projects Program Report</p>	<p>Mr. Long gave brief updates on the CDBG program, including status of facilities projects and recent U.S. Department of Housing and Urban Development trainings attended by the Community Development Coordinator. Councilor Abbott asked about why the bicycle racks project had not been completed yet, and Mr. Long stated that it was a low-priority project and other facilities projects had taken precedence. Mr. Long also mentioned that all facilities projects are anticipated to conclude by the end of the fiscal year or shortly thereafter.</p> <p>The Committee requested that Mike Provost of Rochester Main Street be invited to the March Community Development Committee meeting regarding accessibility improvements to Central Square. Mr. Long stated he would do so.</p>
<p>Other Business</p>	<p>Mr. Long stated that he had been contacted by Kate Kirkwood, an independent lead consultant, and asked if the Committee would like to invite her to present on federal lead grant opportunities. Mr. Long reminded the Committee that Ms. Kirkwood had presented last year, as well, and that the City Council had voted not to apply for the grant. The Committee discussed its interest in such a presentation and requested that Ms. Kirkwood be invited to the April Community Development Committee. Mr. Long stated that he would do so.</p>

Motion to adjourn was made by Councilor Abbott and seconded by Councilor Lauterborn. The vote to adjourn was unanimous. The meeting was adjourned at 8:50 p.m.

Next Meeting – Monday, March 14, 2016 at 7:00 p.m. in the City Council Conference Room at City Hall

Topics – CDBG FY 2016-2017 Annual Action Plan (Second Review and Adoption), Central Square Accessibility Improvements, CDBG Projects Program Report, Other Business