



# Rochester City Council

## Community Development Committee

### MEETING MINUTES

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

<b>Meeting Date:</b>	Monday, March 14, 2016	
<b>Members Present:</b>	Councilor Abbott Councilor Barnett Councilor Bogan Councilor Lauterborn Deputy Mayor Varney	<b>Members Absent:</b> None
<b>Guests/Staff:</b>	Julian Long, Community Development Coordinator Jenn Marsh, Economic Development Specialist Todd Marsh, Welfare Director Mike Provost, Rochester Main Street Laura Ring, Greater Rochester Chamber of Commerce Liz Markhlevskaya, <i>The Rochester Times</i>	

Councilor Lauterborn called the meeting to order at 7:00 p.m. Motion was made by Deputy Mayor Varney and seconded by Councilor Bogan to approve the February 23, 2016 minutes. The minutes were approved unanimously.

<b>Public Input</b>	<p>Mr. Provost announced the beta launch of a phone app featuring information on Rochester's downtown. Mr. Provost then requested that the City review its downtown ordinances to avoid the perception of selective enforcement. Ms. Ring stated that everyone shares the goal of wanting a business-friendly downtown.</p> <p>Councilor Lauterborn inquired about the current ordinances. Ms. Marsh replied that the way the current ordinances are enforced is complaint-based.</p> <p>Councilor Bogan suggested that information on ordinance issues be included in the Greater Rochester Chamber of Commerce's newsletter to avoid confusion. Councilor Abbott suggested that if businesses would like changes to the current ordinances that they approach the Planning Board or Codes and Ordinances Committee. Councilor Lauterborn suggested that any personnel issues be brought to the City Manager, and Councilors Abbott and Bogan agreed.</p> <p>Ms. Marsh suggested that business feedback on the current ordinances be solicited at a Business Sidewalk Talk. The Committee expressed support for the suggestion.</p>
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<p><b>Central Square Accessibility Improvements</b></p>	<p>Mr. Long explained that a response to the Request for Project Review submitted to the New Hampshire Division of Historical Resources had been received and meant the proposed project could not convert to “exempt” under U.S. Department of Housing and Urban Development regulations. A public comment period would be required before the project could proceed, and this would interfere with Rochester Main Street’s preferred completion timeframe.</p> <p>Due to these concerns, the Committee decided not to recommend supplementing the previously appropriated general City funds for the project, approved at the February 2, 2016 City Council meeting, with CDBG funds.</p>
<p><b>CDBG FY 2016-2017 Annual Action Plan</b></p>	<p>Mr. Marsh gave a brief presentation on how the services provided by various non-profit agencies impact the Welfare Office. Mr. Marsh stressed a continuing need for homeless shelter services for City residents and also mentioned the long-term benefit of educational and vocational programs, such as MY-TURN and the Dover Adult Learning Center. Councilor Lauterborn requested input on the SHARE Fund, and Mr. Marsh stated that the Welfare Office often refers residents to the SHARE Fund for assistance.</p> <p>Councilor Lauterborn suggested that the Committee discuss the general City funding requests before addressing the CDBG funding requests. The Committee agreed.</p> <p>The Committee decided to recommend general City funding in the following amounts:</p> <p><b>Rochester Main Street:</b> \$35,000, out of the Economic Development Office’s budget  <b>Community Action Partnership of Strafford County:</b> \$9,000  <b>Cornerstone VNA:</b> \$28,826  <b>The Homemakers:</b> \$11,500  <b>COAST:</b> \$118,799</p> <p>Councilor Lauterborn asked Mr. Long to consult with COAST to determine whether the proposed closure of Route 20 affects COAST’s anticipated costs or funding request. Mr. Long stated he would do so.</p> <p>Councilor Lauterborn then proposed that the Committee discuss the public service agency funding requests next. The Committee agreed. Mr. Long mentioned that during last year’s funding process, a summary incorrectly stated that Cross Roads House was requesting fewer funds than had actually been requested. Councilor Lauterborn expressed support for the Dover Adult Learning Center’s new English as a Second Language (ESL) classes and for the work of Court Appointed Special Advocates of New Hampshire.</p> <p>The Committee decided to recommend public service agency funding in the following amounts:</p> <p><b>Homeless Center for Strafford County:</b> \$8,658</p>

	<p><b>Cross Roads House:</b> \$5,000  <b>My Friend's Place:</b> \$6,000  <b>MY-TURN:</b> \$5,000  <b>Dover Adult Learning Center:</b> \$5,000  <b>SHARE Fund:</b> \$5,000  <b>Court Appointed Special Advocates of New Hampshire:</b> \$1,500</p> <p>The Committee then discussed the remaining funding categories of economic development, housing rehabilitation, public facilities and infrastructure, and planning and administration. Deputy Mayor Varney expressed a lack of support for the Rochester Fairground Association's proposed study as it would be funding from the planning and administration funds. Councilor Bogan expressed concerns about the application from the Strafford Outreach Solutions Recovery Center, and Deputy Mayor Varney suggested that the organization might be in a better position to apply for funding next year.</p> <p>Deputy Mayor Varney and Councilor Abbott expressed concerns about prior performance of the Community Action Partnership of Strafford County weatherization program. Deputy Mayor Varney proposed a decrease in funding from FY 2015-2016 levels.</p> <p>The Committee decided to recommend funding in the categories of economic development, housing rehabilitation, and public facilities and infrastructure in the following amounts:</p> <p><b>Rochester Main Street Façade Program:</b> \$4,422  <b>Homeless Center for Strafford County – Generator:</b> \$16,000  <b>Community Partners – Elevator:</b> \$35,840  <b>Tri-City Co-op – Handicap Ramp and HVAC:</b> \$6,100  <b>Community Action Partnership of Strafford County – Weatherization Assistance Program:</b> \$25,000  <b>Hope on Haven Hill – Renovations:</b> \$74,456</p> <p>Motion was made by Councilor Bogan and seconded by Councilor Abbott to approve the above funding recommendations to be submitted to the full City Council for its review and approval. The motion passed unanimously.</p> <p>Motion was made by Councilor Abbott and seconded by Councilor Bogan to approve the draft FY 2016-2017 Annual Action Plan to be submitted to the full City Council for its review and approval. The motion passed unanimously.</p>
<p><b>CDBG Projects Program Report</b></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. Mr. Long presented information on the bicycle rack selected by Municipal Services Supervisor Mike Riley. Deputy Mayor Varney requested that the racks be bolted to the ground and installed with a low-maintenance finish, and Mr. Long stated that he would work with Mr. Riley to ensure this is done.</p> <p>Councilor Lauterborn requested a review of the FY 2016-2017 Annual</p>

	Action Plan adoption timeline. The first reading of the draft plan will occur at the first April City Council meeting, followed by a public hearing at the City Council workshop session in late April and then a second reading and adoption at the first May City Council meeting.
<b>Other Business</b>	There was no other business.

Motion to adjourn was made by Councilor Bogan and seconded by Councilor Abbott. The vote to adjourn was unanimous. The meeting was adjourned at 9:05 p.m.

**Next Meeting** – Monday, April 11, 2016 at 7:00 p.m. in the City Council Conference Room at City Hall

**Topics** – CDBG Projects Program Report, Lead Paint Abatement Grants