



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:	Monday, May 9, 2016	
Members Present:	Councilor Abbott Councilor Barnett Councilor Bogan Councilor Lauterborn Deputy Mayor Varney	Members Absent: None
Guests/Staff:	Julian Long, Community Development Coordinator	

Councilor Lauterborn called the meeting to order at 7:00 p.m. Motion was made by Councilor Bogan and seconded by Councilor Abbott to approve the April 11, 2016 minutes. The minutes were approved unanimously.

Public Input	There was no public input.
N.H. Division of Historical Resources – Programmatic Agreement	<p>Mr. Long provided an overview of what a Programmatic Agreement with the New Hampshire Division of Historical Resources would look like and explained that it would streamline the environmental review process for Community Development Block Grant (CDBG)-funded projects, saving time and money. Councilor Lauterborn asked if the Agreement would cover non-CDBG projects, and Mr. Long said that it would cover any project that is a City project.</p> <p>Councilor Abbott asked about the general environmental review process for CDBG projects. Mr. Long stated that there are worksheets provided by the U.S. Department of Housing and Urban Development (HUD) that are used to conduct the review. Mr. Long is the actual City staff person who conducts the reviews for CDBG-funded projects.</p> <p>Motion was made by Councilor Bogan and seconded by Councilor Abbott to recommend to the full City Council for the City of Rochester to enter into a Programmatic Agreement with the N.H. Division of Historical Resources. The motion passed unanimously.</p>
Assessment of Fair Housing – Memorandum of Understanding	<p>Mr. Long provided an overview of the Assessment of Fair Housing and proposed that the City of Rochester enter into an agreement with the Rochester Housing Authority to submit a joint Assessment of Fair Housing. He explained that this would reduce the time required to work on the Assessment, as the responsibilities would be shared, and that HUD looks favorably upon joint submissions. A sample, draft Memorandum of Understanding was provided in the Committee agenda packet.</p> <p>Councilor Lauterborn asked if this is a new HUD requirement. Mr. Long</p>

	<p>explained that, while in the past an Analysis of Impediments to Fair Housing was required, the Assessment of Fair Housing is new and significantly more extensive in scope. Councilor Varney asked what kinds of activities are included in the Assessment, and Mr. Long replied that the City must analyze both HUD-provided and local data to determine any fair housing issues as to housing segregation, unequal transportation access, unequal educational access, etc. Councilor Bogan asked if the Assessment of Fair Housing is required, and Mr. Long stated that submission of the Assessment of Fair Housing is required in order to continue to receive CDBG funding.</p> <p>Motion was made by Councilor Bogan and seconded by Councilor Barnett to recommend to the full City Council that the City of Rochester enter into a Memorandum of Understanding with the Rochester Housing Authority to prepare and submit a joint Assessment of Fair Housing. The motion passed unanimously.</p>
<p>CDBG Projects Program Report</p>	<p>Mr. Long gave brief updates on the CDBG program, including the status of the Rochester Housing Authority accessible bathrooms project, and the rescheduled landlord/tenant law conference hosted by the New Hampshire Legal Assistance's Housing Justice Project, and the Strafford Community Action Partnership (CAP) weatherization assistance program.</p> <p>Councilor Barnett asked about CAP's recent past difficulties in obtaining contractors to perform the weatherization work, and Mr. Long stated that relatively lower payment might be a factor. Councilor Abbott stated that it can be difficult to interest contractors in government-funded projects due to the extra regulatory requirements. Councilor Abbot asked as to how potential clients can find out about the weatherization assistance program, and Mr. Long stated that CAP does extensive outreach, including targeted flyers and doorknob hangers in low to moderate income neighborhoods. Councilor Bogan stated that CAP program information is also available through the schools.</p>
<p>Other Business</p>	<p>Councilor Lauterborn provided an overview of the topics and activities that are the purview of the Community Development Committee. This includes but is not limited to economic development, Rochester Main Street and Greater Rochester Chamber of Commerce, Cooperative Alliance for Seacoast Transportation, CDBG, and human services agencies.</p>

Motion to adjourn was made by Councilor Barnett and seconded by Councilor Bogan. The vote to adjourn was unanimous. The meeting was adjourned at 7:50 p.m.

Next Meeting – Monday, June 13, 2016 at 7:00 p.m. in the City Council Conference Room at City Hall

Topics – CDBG Projects Program Report, Current Projects, Future Projects