



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, August 8, 2016	
Members Present:	Councilor Abbott Councilor Barnett Councilor Bogan Councilor Lauterborn Councilor Varney	Members Absent: None
Guests/Staff:	Julian Long, Community Development Coordinator Ms. Stacey Marchionni, Revolution Taproom and Grill Owner	

Councilor Lauterborn called the meeting to order at 7:00 p.m. Motion was made by Councilor Barnett and seconded by Councilor Bogan to approve the June 13, 2016 minutes. The minutes were approved unanimously.

Public Input	There was no public input.
CDBG Prior Year Unexpended Funds	<p>Mr. Long presented an overview of the available funds from prior CDBG program years (\$74,007.99) and the requests for additional funding received (\$20,578.00 requested for the Rochester Main Street façade program, \$25,000.00 requested for the Community Action Partnership of Strafford County weatherization program, and \$28,000.00 requested for the Hope on Haven Hill renovation project). Mr. Long discussed the total Community Action Partnership expenditures for FY 2015-2016, which resulted in \$21,103.14 unexpended at the end of the program year, and that the extra \$28,000 requested by Hope on Haven Hill was a result of project changes mandated by the New Hampshire Division of Historical Resources to preserve the historic character of the building.</p> <p>Mr. Long also discussed two carry-over projects from FY 2015-2016, the Spaulding High School elevator replacement and Office of Economic Development small business services for Seacoast Gymnastics. Councilor Varney asked why Seacoast Gymnastics had been chosen to receive this assistance, and Mr. Long stated that it was partnership assistance with Seacoast Gymnastics' JOB Loan.</p> <p>Councilor Lauterborn and Councilor Bogan discussed the potential number of applicants for Rochester Main Street façade program funds. Councilor Bogan and Councilor Varney also discussed how this program will interact with the existing City downtown sign program, and Councilor Abbott mentioned that the downtown overlaps with the historic district. Councilor Lauterborn asked that Mr. Mike Provost of Rochester Main Street be invited to attend a Committee meeting to discuss the program</p>

	<p>and additional funding. Mr. Long stated that he would invite Mr. Provost.</p> <p><i>Motion was made by Councilor Bogan and seconded by Councilor Barnett to approve an additional \$21,103.14 in funding to the Community Action Partnership of Strafford County weatherization program for FY 2016-2017. The motion passed unanimously.</i></p> <p>Councilor Varney mentioned the possibility of using CDBG funds to address the pathway area in back of the Scenic Theater building. Councilor Lauterborn asked Mr. Long to consult with Economic Development Specialist Jenn Marsh regarding this possible project and to visit the site. Mr. Long stated he would do so.</p> <p>Councilor Lauterborn asked whether Hope on Haven Hill had recently received a grant through the state. Mr. Long stated that Hope on Haven Hill recently had entered into a contract with the Department of Health and Human Services. Mr. Long also mentioned that the historic preservation requirements from the New Hampshire Division of Historical Resources were triggered by Hope on Haven Hill's acceptance of federal CDBG funds and otherwise would not apply.</p> <p><i>Motion was made by Councilor Bogan and seconded by Councilor Barnett to approve an additional \$28,000.00 in funding to the Hope on Haven Hill renovation project for FY 2016-2017. The motion passed unanimously.</i></p>
<p>CAP Weatherization Refund</p>	<p>Mr. Long explained that in FY 2015-2016, the Community Action Partnership of Strafford County had invoiced for weatherization services provided but then issued a refund check, in the amount of \$968.10, after a different grant source had provided project funding. Mr. Long stated that the City of Rochester's finance department had explained that these funds must be formally appropriated into the CDBG budget.</p> <p><i>Motion was made by Councilor Varney and seconded by Councilor Barnett to accept and appropriate the weatherization refund check in the amount of \$968.10. The motion passed unanimously.</i></p>
<p>CDBG Projects Program Report</p>	<p>Mr. Long provided a brief update on completed and in-progress CDBG-funded projects, including the installation of a new elevator at Spaulding High School and obtaining contract signatures from FY 2016-2017 CDBG grantees. Mr. Long then discussed the draft Language Access Plan, which is required for all federal grantees, which includes the City of Rochester as a CDBG grantee, under Title VI of the Civil Rights Act of 1964 and Executive Order 13166.</p> <p>Councilor Varney asked about costs associated with the language access plan, and Mr. Long stated that he anticipates that, at present, they will be minimal. Currently, the raw numbers of residents who have limited English proficiency, as well as the overall percentage, both fall under HUD thresholds that require robust language assistance outreach. Mr. Long explained that currently the City of Rochester is just required to include a statement in public postings, in French, that translation of important documents is available. Mr. Long also stated that he would coordinate with English as a Second Language personnel in the school district to</p>

	<p>provide necessary services in full federal compliance but at minimal cost to the city.</p> <p><i>Motion was made by Councilor Varney and seconded by Councilor Abbott to approve the draft Language Access Plan. The motion passed unanimously.</i></p> <p>Next, Mr. Long discussed the FY 2015-2016 Consolidated Annual Performance and Evaluation Report (CAPER) for the City of Rochester's CDBG program. Mr. Long stated that there were minor performance issues with Community Action Partnership of Strafford County weatherization program, mostly due to carryover funds from FY 2014-2015, and the Office of Economic Development's small business assistance program, which failed to serve a minimum of 51% of low to moderate income residents.</p> <p>Councilor Varney asked how the program performed overall. Mr. Long stated that overall performance for FY 2015-2016 had been strong, adding that over 90% of all residents served by CDBG funds had been low to moderate income, and approximately 60% of all residents served by CDBG funds had been extremely low income. Councilor Barnett asked about using CDBG funds to supplement Welfare Office activities, and Mr. Long explained that the homeless shelters do not charge the city's Welfare Office directly for their services due to receiving CDBG funds.</p> <p><i>Motion was made by Councilor Bogan and seconded by Councilor Abbott to approve the draft FY 2015-2016 Consolidated Annual Performance and Evaluation Report. The motion passed unanimously.</i></p>
<p>Other Business</p>	<p>Ms. Stacey Marchionni, owner of Revolution Taproom and Grill, mentioned the upcoming James W. Foley Freedom 5K Run/Walk to be held on October 15th and passed out the event flyer (attached). Ms. Marchionni then stated that she was present at the meeting to discuss the River Walk downtown. She explained that earlier she had met with Economic Development Specialist Jenn March and Economic Development Manager Karen Pollard to discuss potential River Walk improvements. Ms. Marchionni expressed concerns about the Granite Ridge development drawing business away from the downtown area and the need for unique attractions for downtown.</p> <p>Councilor Bogan and Ms. Marchionni discussed viewing the river walk in the Town of Littleton, which they had viewed as part of the First Impressions project. Ms. Marchionni requested that the original River Walk committee be reinstated to further explore the possibility of improving the city's River Walk.</p> <p>Councilor Lauterborn discussed the possibility of speaking with the mayor to reactivate the River Walk committee and suggested that councilors from Ward 4 and Ward 6 be included. Councilor Lauterborn also suggested that former city councilor Dave Walker be invited to participate, as he had previously been very involved with the River Walk project. Councilor Bogan expressed support for reactivating the River Walk</p>

	<p>committee.</p>
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Councilor Lauterborn asked Mr. Long whether River Walk improvements would be eligible for CDBG funding. Mr. Long stated that he would need to check specific proposed activities against the CDBG regulations to give a definitive answer but added that most activities are very likely to be CDBG eligible. Councilor Varney mentioned that available CDBG funds would only cover a very small portion of the overall needed budget for the project.

Motion to adjourn was made by Councilor Bogan and seconded by Councilor Barnett. The vote to adjourn was unanimous. The meeting was adjourned at 7:45 p.m.

Next Meeting – Monday, September 12, 2016 at 7:00 p.m. in the City Council Conference Room at City Hall

Topics –CDBG Projects Program Report, Rochester Main Street Façade Program

If you can't make it to Rochester, NH to run, register online and run the Virtual Run wherever you are, to support Press Freedom and honor Jim's legacy!



REGISTER NOW for the 2nd Annual
**James W Foley Freedom
5K Run/Walk**

Benefitting the James W Foley
Legacy Foundation

Sat, Oct 15, 2016

www.FoleyRun.org

5K RUN/WALK in Rochester, New Hampshire!

Come to Rochester, NH to run/walk a beautiful Fall 5K Road Race with tech t-shirts, raffles, post race food and beer, a band—Join the Party!

———— OR ————

*Sign up to run the **Virtual Race** & receive the tech t-shirt, then join your friends to run **in your city** and celebrate it on social media **#IRunforJim***

Named the Best New Race in NH!

(Foster's Daily Democrat, Nov 2015)

AFTER PARTY ... BANDS ... FREE CRAFT BEER ... RUNNERS EXPO & KIDS FUN RUN NEW THIS YEAR!!

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Go to

www.FoleyRun.org

for more info

and sign up today!

#IRunforJim

New this year: Kid's Fun Run (8 & under) at 11AM

Music by the Erinn Brown Band



Expanded Beer Fest: Larger Area with many more options: Smuttynose Brewing, Great Rhythm, Sam Adams, Traveler Beer Company, Two Roads, Ipswich, and Angry Orchard



New Course through Downtown Rochester with On Course Entertainment - Chip Timing by Granite State Racing - The flattest course in the area!!



More Age Group Categories!

The James W. Foley Legacy Foundation's important mission is to:

ADVOCATE

- ◆ For safe return of all American hostages
- ◆ For American hostage families through work of Hostage US
- ◆ Research on current American hostage policy
- ◆ Increased safety and equity of freelance conflict journalists
- ◆ Education and mentoring of vulnerable youth

PROTECT

- ◆ Press freedom and freelance conflict journalists through international collaboration with all stakeholders

EDUCATE

- ◆ The public regarding the silent crisis of hostage taking and threats to press freedom
- ◆ Journalism students on the dangers of conflict journalism and protection

**JAMES W. FOLEY
LEGACY FOUNDATION**