



# Rochester City Council

## Community Development Committee

**DRAFT**

### MEETING MINUTES

**James Gray, Chairperson**  
**Elaine Lauterborn, Vice-Chair**  
**Sandra Keans**  
**Derek "Mac" Kittredge**  
**Jake Collins**

<b>Meeting Date:</b>	April 24, 2014	
<b>Members Present:</b>	Councilor Gray Councilor Lauterborn Councilor Kittredge Councilor Collins Councilor Keans	<b>Members Absent:</b>
<b>Staff:</b>	Elena Engle- Community Development Specialist	
<b>Guests:</b>	Councilor Lachapelle Lauren Colanto- Assistant Director, Rochester Recreation and Arena	

Councilor Gray called the meeting to order at 6:30PM. **Motion was made to approve the March 24, 2014 Community Development Committee minutes by Councilor Keans and seconded by Councilor Collins, minutes were approved unanimously.**

<b>Public Input</b>	There was no public input.
<b>Presentation- Hanson Pines Improvements</b>	Lauren Colanto, Asst. Director of the Rochester Recreation and Arena presented the committee with details on the Hanson Pines Improvement Project. Ms. Colanto distributed a handout that detailed a project to install a pavilion with picnic tables at the front of the park where there is already a cement pad. Ms. Colanto stressed the benefit of having this area to provide a shaded shelter for patrons and an area that would provide space for activities for the camps, schools and others in the community. Ms. Colanto described the park as heavily utilized and in need of a sheltered/shaded area for community members and groups to convene.
<b>Discussion- Hanson Pines Improvements</b>	Councilor Lachapelle was present from the Recreation Commission to express support for this project. Councilor Keans inquired as to whether the Hanson Trust has been reviewed prior to planning this project. Ms. Colanto responded that she had indeed reviewed the trust in preparation for this project. Councilor Keans inquired as to whether the current shaded areas under the trees were sufficient. Ms. Colanto responded that the pavilion would provide a seated area for activities that would also allow for activities when weather is not favorable. Councilor Lachapelle noted that utilizing the areas back by the woods would increase the chance of exposure to ticks. Councilor Lauterborn asked what the original plan was for that area and Ms. Colanto noted that her research concluded that when the pool was originally put in, this area was designated to be a pavilion. Ms. Engle explained that there is currently

	<p>\$43,500 available in the FY 14-15 CDBG budget for this project and that although one of the companies contacted for an estimate came in a little over this budget, after discussions with the Building Inspector for the City, this budget should be adequate to cover the needs of the project once it is put out to bid. Councilor Kittredge inquired as to whether there would be lighting in the pavilion for the evening hours and the consensus was that lighting was not a consideration at this time. The committee agreed that they did not need to vote on this and that it would be taken up as part of the vote on the entire Action Plan for CDBG on May 6<sup>th</sup>. Councilor Gray requested that Ms. Colanto attend the May 6<sup>th</sup> meeting of city council to present this project. Ms. Colanto requested that any questions on this project be directed to her.</p> <p>Councilor Gray noted that lighting on the basketball courts was also discussed, however he did not support this idea. Councilor Keans stated that she was in support of lighting at the basketball courts. Ms. Engle recommended revisiting this project in the future as a continued effort to improve Hanson Pines and if it is a recommended project to have it considered for next year's CDBG grant.</p>
<b>Discussion- 5 Year Consolidated Plan Updates</b>	<p>Ms. Engle discussed that she has been collaborating with local public service providers during her annual monitoring on priority needs for Rochester and that she is hopeful that in the winter the 3 local Entitlement Grant communities (Rochester, Dover, Portsmouth) can come together with all of the local providers at one time to discuss priority needs. It is her understanding that in the past, these communities have worked together with this part of the collaboration to prioritize needs.</p> <p>Ms. Engle presented a listing of different categories and priority needs to the committee to review. Ms. Engle is considering developing a simple survey for the city council to complete to help guide the priorities that should be noted in this 5 year plan for investment. Ms. Engle requested the committee's input on other groups that would provide useful input into the process. The Committee recommended the Chamber, REDC, Main Street Advisory Board, Planning and Zoning Boards, Rochester Housing Authority, Strafford Regional Planning and Department Heads. Councilor Keans noted that when looking at housing needs, that it would make sense to reach out to local real estate brokers. Councilor Lauterborn suggested adding a section for the person's occupation and age range. Councilor Kittredge recommended having a paragraph explaining the parameters of the CDBG Program so the background and use of funding is clear. Councilor Keans suggested adding a section that addresses the need for recreation/pedestrian/biking/hiking projects.</p> <p>Ms. Engle also noted she has been gathering documents that will be useful in this plan as well as finding her way around the new IDIS system that HUD is now requiring communities to use for their next Consolidated Plan and all reporting.</p>
<b>Discussion- Other</b>	<p>Councilor Keans inquired as to her request for bike racks downtown. Ms. Engle noted that this had been discussed at the last meeting with Mike Provost from Main Street and that Main Street and the committee were in</p>

	support of bike racks downtown but recommended starting with only a few in the downtown area. Mike Provost requested that if bike racks were installed that the city should consider the %Sharro Program+that works with communities to make small modifications such as painting of shared lane markings for bicyclists or pavement markings installed on streets popular with pedestrians. Councilor Keans noted a few other areas that should be considered for bike racks if not already there including; Hanson Pines, the Rochester Common, Community Center, Library. Councilor Keans suggested having local bike enthusiasts come to a meeting to discuss the needs in the area. Ms. Engle stated that there are prior year unused funds that can be used for this project and that this project can be developed and brought back to the committee at a later date for consideration.
<b>NEXT MEETING TOPICS</b>	TBD- Please send meeting topics to Elena Engle.

**Motion to adjourn made by Councilor Kittredge and seconded by Councilor Lauterborn. The meeting was adjourned at 7:33 pm.**

Next Meeting . May 22, 2014 in the Conference Room at City Hall  
Topics

- TBD