



Rochester City Council

Community Development Committee

MEETING MINUTES

Laura Hainey, Chair
Harlan "Skip" Gilman
Tim Fontneau
Amy Malone
John Larochelle

Meeting Date:	Monday, December 19, 2022	
Members Present:	Laura Hainey Harlan "Skip" Gilman John Larochelle Amy Malone Tim Fontneau	Members Absent:
Guests/Staff:	Kiersten Wright, Community Development Coordinator	

Councilor Hainey called the meeting to order at 6:02pm, with all in attendance but Councilor Malone who indicated they would be a few minutes late. Councilor Malone arrived at 6:10pm.

Councilor LaRoche called to approve the minutes from the October meeting. Councilor Gilman seconded the motion, and it was approved unanimously.

PUBLIC INPUT	There was no public input.
CDBG Applications- Vote for Extension for Public Facilities/Infrastructure applications	<p>Ms Wright informed the Committee that there had been 13 applicants for CDBG funding, with 12 of them being for Public Service Agencies. One applicant is requesting funding for Housing Rehab. With only one applicant for Housing Rehab, there will be additional funds to be used for Public Facilities/Infrastructure as only 15% of the CDBG funds can be used on Public Service Agencies. Ms Wright requested that the committee extend the application deadline for Public Facilities/Infrastructure projects only.</p> <p>Councilor Fontneau made the motion to extend the application deadline until January 31st. Councilor LaRoche seconded, and motion passed unanimously. These applicants would meet with the Committee in February.</p> <p>Ms Wright stated she will have an email sent out to department heads this week for the extending, as well as a press release through Rochester Post, and a posting at the library next week.</p>

<p>CDBG Applications- Public Service Agencies</p>	<p>Ms Wright provided an update on the applications that were received for Public Service Agencies. There was some concern on two of the applications, but the Committee stated they would hear the projects from the applicants and decide on if they would receive funding.</p> <p>The committee agreed to meet with CDBG Applicants during the January and February Meetings as they have done in past years.</p>
<p>Municipal Funding Applications</p>	<p>The City received applications from seven applicants. Ms Wright indicated there maybe one more applicant applying. The Committee agreed to meet with them the same time they would be meeting with the CDBG Applicants to discuss the projects.</p>
<p>COMMUNITY DEVELOPMENT PROGRAM Updates</p>	<p>Ms Wright informed the Committee that the City's HUD Rep has received the Consolidated Annual Performance Evaluation Report and provided feedback on areas that need to be updated or reviewed. Ms Wright took the feed back and updated in the areas requested and sent back the information on Friday, December 16, 2022. She is awaiting an update from the City's HUD rep on if the CAPER is approved. Once approved copies will be made for the Committee to review and posted on the City's website.</p>
<p>OTHER BUSINESS</p>	<p>Ms Wright informed the Committee that after the meeting in October where the Library's request to apply for a \$250 Grant was made, the City Manager was able to approve the request, and the grant was awarded to the City in November. During the City Council Meeting on December 6, 2022 the City approved the Library's acceptance of the \$250 grant for Play-Based Learning.</p> <p>Rochester Mental Health Alliance also applied for the Greater Rochester Community Health Grant with the City being the Fiscal Sponsor. This was approved during the December 6 City Council Meeting.</p> <p>Ms Wright informed the Committee that the next 2 scheduled meeting falls on a Holiday, January 16th, 2023, Martin Luther King Day, and February 20th, Presidents day. The City will be closed on both of these days. Committee agreed to move the dates to the following Mondays and to start at 5:30pm to have the normal committee meeting and to then allow applicants to come at 6pm. Motion was made by LaRoche to have the January meeting on January 23rd and February meeting on the 27th and to meet at 5:30pm for each meeting. Motion was seconded by Councilor Malone and passed unanimously.</p>

Councilor Fontneau Motioned to end the meeting. Councilor Hainey seconded, motion passed, and meeting ended at 7:06pm.

Next Meeting – Monday, January 23rd, 2023, at 5:30 p.m., Cocheco Conference Room, City Hall Annex, 33 Wakefield St.

Topics: Meet with CDBG and Municipal Applicants to discuss projects.