



# Rochester City Council

## Community Development Committee

### MEETING MINUTES

**James Gray, Chairperson**

**Elaine Lauterborn, Vice Chairperson**

**Sandra Keans**

**Jake Collins**

**Donna Bogan**

<b>Meeting Date:</b>	December 10, 2015	
<b>Members Present:</b>	Councilor Bogan Councilor Collins Councilor Gray Councilor Keans Councilor Lauterborn	<b>Members Absent:</b> None
<b>Guests/Staff:</b>	Julian Long, Community Development Coordinator Todd Marsh, Welfare Director	

Councilor Gray called the meeting to order at 6:00 p.m. Motion was made by Councilor Collins and seconded by Councilor Bogan to approve the October 22, 2015 minutes. The minutes were approved unanimously.

<b>Public Input</b>	There was no public input.
<b>Courage Wall Presentation</b>	<p>Mr. Long explained that Ms. Meserve, the Rochester citizen who proposed the Courage Wall project, was unable to attend the meeting due to illness. Mr. Long stated that he had assisted Ms. Meserve in revising the original proposal for approval by Buildings and Grounds. The new location within the Community Center will be outside the Recreation Department's current offices, after the Recreation Department has moved into its new offices.</p> <p>Councilor Lauterborn stated that the Courage Wall proposal also went to the Arts and Culture Commission. The Arts and Culture Commission suggested a downtown location instead of the Community Center. Councilor Bogan expressed concerns with potential vandalism of the Courage Wall if downtown, and Councilor Keans expressed concerns with staff time required to monitor the Courage Wall for vandalism.</p> <p>The general consensus of the Committee was to maintain its earlier decision from the October 22<sup>nd</sup> meeting. The Courage Wall is approved to be installed at the Community Center for a period of 90 days, after which the Committee will review.</p>
<b>Presentation by Welfare Director</b>	Mr. Marsh gave a presentation on the process by which the Welfare Office obtains temporary housing for residents in need. Preference is to keep residents in their current housing situations if possible. The Welfare Office also provides case management and tailored intake assessments to streamline the provision of services to residents. Councilor Keans asked about affordable housing availability in the Rochester region and impact on the Welfare Office, and Mr. Marsh replied that a lack of affordable

	<p>housing options results in increased intake at the Welfare Office.</p> <p>The Committee requested that the Community Development Coordinator and Welfare Director continue to communicate with one another regarding the needs of Rochester residents.</p>
<b>79e Application</b>	Mr. Long explained that a full, complete application has yet to be received by the Economic Development Office. The 79e application review will be added to the January 2016 Community Development Committee agenda if a full, complete application has been received by that time.
<b>CDBG Projects Program Report</b>	<p>Mr. Long gave a brief program update on continuing projects, including the Library HVAC project and the bicycle racks project. Mr. Long also provided an update on reports submitted to the U.S. Department of Housing and Urban Development, including Form 2516, which request information about minority-owned and women-owned businesses who are subcontracted for CDBG projects. Councilor Keans asked whether any business owned by a woman qualifies as a woman-owned business, and Mr. Long stated that he believed it does for Form 2516 purposes.</p> <p>Mr. Long stated that the process of gathering public input on the FY 2016-2017 CDBG Annual Action Plan and Analysis of Fair Housing is continuing. Public hearings for both the Annual Action Plan and Analysis of Fair Housing will be held on December 15<sup>th</sup>. Councilor Bogan asked whether the baseball field at Chamberlain Street School is eligible for CDBG funding. Mr. Long stated that he would check into potential eligibility.</p> <p>Mr. Long informed the Committee that the JOB Loans Committee had approved a JOB Loan and that paperwork is in process to finalize the loan. Councilor Gray asked if the Economic Development Office has approached the Start-Up competition second-place runner-up regarding the possibility of applying for a JOB Loan. Mr. Long stated that he would check with the Economic Development Office.</p>
<b>Other Business</b>	Mr. Long gave brief updates on non-CDBG grant applications for which he had provided assistance. These included a grant application to New Hampshire Homeland Security, which has been awarded, and a grant application on behalf of the Rochester Farmers Market, which is still pending. Councilor Collins expressed support for the application and receipt of a grant from New Hampshire Homeland Security for security upgrades at the City's wastewater treatment plant.

Motion to adjourn was made by Councilor Gray and seconded by Councilor Collins. The vote to adjourn was unanimous. The meeting was adjourned at 6:55 p.m.

**Next Meeting** – January 28, 2016 at 6:00 p.m. in the Conference Room at City Hall (tentative)

**Topics** –Continuing CDBG Projects, Future CDBG Projects, FY 2016-2017 Annual Action Plan, Analysis of Fair Housing