



# Rochester City Council

## Community Development Committee

### MEETING MINUTES

**Elaine Lauterborn, Chairperson**  
**Donna Bogan, Vice Chairperson**  
**Tom Abbott**  
**Ray Barnett**  
**A. Raymond Varney, Jr.**

<b>Meeting Date:</b>	<b>September 11, 2017</b>	
<b>Members Present:</b>	Councilor Abbott Councilor Barnett Councilor Bogan Councilor Lauterborn Deputy Mayor Varney	<b>Members Absent:</b> None
<b>Guests/Staff:</b>	Julian Long, Community Development Coordinator Matt Wyatt, Rochester Museum of Fine Arts Robert McGuigan, Rolling Thunder Teresa McGuigan, Rolling Thunder Pam Bond-Criss, Rolling Thunder Peter Criss, Rolling Thunder Jessica Clay, Make Rochester Great	

Councilor Lauterborn called the meeting to order at 7:00 p.m. Motion was made by Councilor Bogan and seconded by Councilor Barnett to approve the July 10, 2017 minutes. The minutes were approved unanimously.

<b>PUBLIC INPUT</b>	There was no public input.
<b>ROCHESTER MAIN STREET – New Executive Director</b>	This agenda item was postponed until the October meeting, as the new executive director for Rochester Main Street was unable to attend.
<b>ROCHESTER MUSEUM OF FINE ART – Community Center Space Request</b>	Mr. Wyatt stated that the Rochester Museum of Fine Arts has been in the Rochester Community Center since 2015, when it installed a 150-piece art exhibition in the long hallway. Mr. Wyatt added that some of the more valuable pieces in the museum’s collection require a more secure location for exhibition, and he requested that the museum be allowed use of the former Office of Economic Development offices. Mr. Long distributed copies of a letter of support from the Rochester Recreation Department to the committee.  Councilor Varney asked if the display cases at the Community Center could be used to display more valuable artwork. Mr. Wyatt replied

	<p>that the museum would be interested in that, as well.</p> <p><b><i>Motion was made by Councilor Varney and seconded by Councilor Bogan to recommend that the City allow the Rochester Museum of Fine Arts to move into the former Office of Economic Development office space at the Rochester Community Center.</i></b> The motion passed unanimously.</p>
<b>ROLLING THUNDER – POW Empty Chair Project</b>	<p>Mr. McGuigan provided a brief overview of Rolling Thunder, which is a veterans support organization. Rolling Thunder is requesting that the City of Rochester support a POW/MIA memorial project. Specifically, Rolling Thunder is proposing the installation of a POW empty chair installation, memorializing service members who did not return from war, but is open to other memorial ideas.</p> <p>Mr. McGuigan distributed photographs of example installations to the committee. He stated that there are already such installations in many public venues, such as professional sports stadiums and other New Hampshire municipal buildings.</p> <p>Ms. McGuigan added that such public memorials help raise awareness and are important for families of service members.</p> <p>Councilor Lauterborn asked whether Rolling Thunder had spoken to the Rochester Veterans Council regarding the proposed POW memorial. Mr. McGuigan replied that they had not. Councilor Lauterborn referred the proposal to the Veterans Council for the council's recommendation.</p>
<b>MAKE ROCHESTER GREAT – Water Street Clean-up Project</b>	<p>Ms. Clay introduced Make Rochester Great as a volunteer organization focusing on downtown beautification and improvements. She discussed the organization's first project, the August clean-up of brush on Water Street. Over a hundred volunteers participated.</p> <p>Councilor Bogan stated that she had participated in the clean-up day and that it had been a great success.</p> <p>Ms. Clay said that at the moment she is seeking to make connections with potential volunteers and others. Councilor Bogan suggested that Ms. Clay reach out to Jacky LeHoullier and Steve LeClair in the Rochester School Department, as both interact with homeless students and disadvantaged youth.</p>
<b>WORKFORCE HOUSING CHARETTE – 2018 Application</b>	<p>Mr. Long stated that the committee had considered applying to participate in a workforce housing charette with the Workforce Housing Coalition of the Greater Seacoast in the spring but, given the time constraints, had deferred applying in 2017 to instead consider a 2018 application. Mr. Long explained that "workforce housing" is middle-market housing and not the same as subsidized housing.</p>

	<p>Councilor Bogan asked if a potential development site is needed to apply and suggested the Portland Street area near the former Royal Pizza building. Councilor Barnett asked how the City could work with potential housing developers' need to ensure the profitability of projects. Councilor Abbott stated that the City's housing issues require creative solutions and not just an influx of governmental funding.</p> <p>Councilor Varney asked Mr. Long to obtain the latest data on median income for City residents. Mr. Long stated he would do so.</p> <p><b><i>Motion was made by Councilor Barnett and seconded by Councilor Bogan to recommend that the City apply to participate in a 2018 workforce housing charette through the Workforce Housing Coalition of the Greater Seacoast.</i></b> The motion passed unanimously.</p>
<b>FY 2016-2017 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT</b>	<p>Mr. Long presented a brief overview of the draft FY 2016-2017 Consolidated Annual Performance and Evaluation Report. This is the annual performance report that the City submits to the U.S. Department of Housing and Urban Development (HUD) on its Community Development Block Grant program activities. Mr. Long specifically mentioned income statistics of activity beneficiaries for the FY 2016-2017 period, which were by far mostly "extremely low income" followed by "low income," which only a small number of beneficiaries falling into the "moderate income" range.</p> <p>Councilor Abbott mentioned that there was a typo in the table on p.14 of the draft report. Mr. Long stated that he would fix the typo before the report is submitted to HUD.</p> <p>The consensus of the committee was to approve the draft FY 2016-2017 Consolidated Annual Performance and Evaluation Report.</p>
<b>CDBG PROJECTS PROGRAM REPORT – Current CDBG Projects, JOB Loan Program Report, Non-CDBG Projects</b>	<p>Mr. Long gave a brief update on two continuing FY 2016-2017 CDBG projects, the Homeless Center for Strafford County generator project and the façade project at the Rochester Performing Arts Center. The homeless center project should begin within the next month, and the Rochester Performing Arts Center project will resume after it obtains approval from the Rochester Historic District Commission.</p> <p>Mr. Long then provided updates on the Bridging the Gaps and victim witness advocacy programs. Both programs have new staff. Mr. Long also mentioned that Bridging the Gaps in October will be entering the final year of its federal Drug Free Communities grant and that he will be assisting the Bridging the Gaps' advisory board in planning for post-grant sustainability.</p> <p>Mr. Long provided a brief overview of the debriefing phone call with HUD regarding the City's unsuccessful lead hazard abatement</p>

	<p>program grant application. Councilor Lauterborn asked if lead work isn't already available. Mr. Long replied that the New Hampshire Housing Finance Authority has a statewide lead hazard abatement program grant and that the Community Action Partnership of Strafford County uses lead-safe work practices in its housing rehabilitation work.</p>
<b>OTHER BUSINESS</b>	<p>Mr. Long asked the committee if they would like to hold future Community Development Committee meetings in one of the new conference rooms at the City Hall Annex. The committee decided it would like to do so.</p> <p>Councilor Lauterborn asked that the new executive director for Rochester Main Street be invited to the October Community Development Committee meeting. Mr. Long stated he would invite her to the October meeting.</p> <p>Councilor Lauterborn informed the committee that the Rochester Performing Arts Center would be holding a ribbon-cutting on September 21<sup>st</sup> at 4 p.m., with a grant opening event following at 5:30 p.m.</p>

The meeting was adjourned at 8:33 p.m.

**Next Meeting** – Monday, October 9th, 2017 at 7 p.m. in Conference Room B at the City Hall Annex (33 Wakefield Street)

**Topics** – Rochester Main Street – New Executive Director, CDBG Projects Program Report