



Rochester City Council

Community Development Committee

MEETING MINUTES

Elaine Lauterborn, Chair
Donna Bogan, Vice Chair
Tom Abbott
Jeremy Hutchinson
James Gray

Meeting Date:	Monday, March 11, 2019	
Members Present:	Tom Abbott Donna Bogan James Gray Jeremy Hutchinson Elaine Lauterborn	Members Absent: None
Guests/Staff:	Julian Long, Rochester Community Development Coordinator Todd Marsh, Rochester Welfare Director Michelle Mears, Rochester Senior Planner Stacey Marchionni, Rochester Riverwalk Committee Chair Esther Turner, Rochester Riverwalk Committee Jim Shannon, Homeless Center for Strafford County Board of Directors	

Councilor Lauterborn called the meeting to order at 7:01 p.m. Motion was made by Councilor Bogan and seconded by Councilor Hutchinson to approve the February 11, 2019 minutes. The minutes were approved unanimously.

PUBLIC INPUT

Ms. Marchionni gave a brief overview of the proposed kayak and canoe launch for the Hillsdale area. The revised project estimate has reduced the estimated cost for the project to about \$22,000, from the original estimate of \$47,000. The launch would be a seasonable launch, installed in the spring and removed in the autumn. Ms. Marchionni also mentioned the Riverwalk Committee's upcoming Heath Brook footbridge project, funded through the New Hampshire Recreational Trails Program grant program.

Mr. Shannon provided an overview of the Homeless Center for Strafford County's request for \$150,000 in funds for land acquisition, as the shelter's current lease arrangement with Waste Management is ending in 2021. He mentioned that the shelter is considering only Rochester locations and that current city zoning ordinances restricts the shelter to consideration of land in the highway/commercial district areas. Mr. Shannon mentioned that the City of Rochester's CDBG plan prioritizes services for residents

experiencing homelessness. He added that, according to Homeless Center for Strafford County Executive Director Tracy Hardekopf, the Homeless Center for Strafford County provides annual services worth \$20,000.

Councilor Gray asked if the Homeless Center for Strafford County has the funds for construction if they are able to purchase land. Mr. Shannon replied that the shelter does not currently have the funds but is engaging in a capital campaign to raise the funds, including applying for state tax credits.

Councilor Bogan asked about the shelter's grant application, which states that only 50% of clients served are Rochester residents. Mr. Shannon explained that this is because the shelter takes part in the statewide Coordinated Entry system, which means residents experiencing homelessness might come from anywhere in the state.

Councilor Hutchinson asked about the number of Rochester residents served in the most recent fiscal year. Mr. Shannon replied that he believes that 32 Rochester residents were served during this time period. Councilor Hutchinson also stated that the Tri-City Mayors' Homelessness Task Force will be recommending low-barrier homeless shelter services, whereas the Homeless Center for Strafford County is a higher-barrier shelter. Mr. Shannon replied that different shelters have different models and the Homeless Center for Strafford County's model emphasizes safety for women and children.

Councilor Abbott stated that his concern is that if funding is awarded, there's no guarantee that the project will be completed given the funding gaps. Mr. Shannon replied that the shelter is intentionally seeking CDBG funds for acquisition rather than construction to avoid the costs associated with the Davis-Bacon Act's minimum laborer wage requirements.

Councilor Gray asked whether the project wouldn't be connected to the subsequent construction and therefore trigger Davis-Bacon Act requirements. Mr. Long stated that if construction does not occur for some period of time after the land acquisition, then the projects would be considered separate by HUD and not trigger Davis-Bacon Act requirements.

Councilor Lauterborn asked if other Strafford County communities also provide funding for the shelter. Mr. Shannon replied that the largest funds come from the cities of Dover and Rochester. Councilor Lauterborn also mentioned that Hope on Haven Hill is also located within Rochester, in a former single-family home, and serves pregnant women with substance use disorders. She asked if the Homeless Center for Strafford County has considered purchasing an existing building to renovate. Mr. Shannon replied that the cost of renovating an existing property isn't proportionate to the results.

Councilor Lauterborn asked how long there are empty rooms at the shelter due to higher admission barriers. Mr. Marsh replied that rooms are sometimes empty for several days, if the shelter does not feel potential Rochester residents are suited for the shelter. Mr. Shannon added that the shelter hopes to eventually transition from a seasonal shelter to a year-round shelter.

Ms. Mears gave a brief overview of the Rochester Historic District Commission's request for funding in the amount of \$50,000 for a downtown commercial district façade improvements program. The Historic District Commission is proposing to model its program on the City of Portland's (ME) façade improvements program.

Councilor Lauterborn asked if \$50,000 is too much for the project. Councilor Abbott expressed concerns about how far the funds would go in consideration of the Davis-Bacon Act wage requirements. Councilor Gray expressed concerns regarding sending mixed messages to property owners, given code enforcement.

**FY 2019-2020 CDBG
ANNUAL ACTION PLAN
– Final Funding
Recommendations**

Councilor Lauterborn provided an overview of the tentative funding recommendations the Community Development Committee made at the February 2019 meeting. Mr. Marsh provided an overview of the services provided by the public service agencies that have applied for CDBG funding. Councilor Bogan declared a conflict of interest as she currently serves on the board of directors of the Rochester Opera House.

The Committee discussed the tentative funding recommendations made at the February 2019 Community Development Committee

and whether the Committee wished to change any of the tentative recommendations. The Committee made the following funding recommendations:

General City Funds

- Cornerstone VNA – \$28,826
- Community Action Partnership of Strafford County – \$9,000
- COAST – \$140,043
- Rochester Main Street – \$35,000
- The Homemakers / EasterSeals – \$10,000
- East Rochester Library – \$5,000
- SOS Recovery Center – no recommendation, deferral to full City Council

FY 19-20 CDBG Public Service Agencies

- My Friend's Place – \$8,000
- Cross Roads House – \$11,000
- Community Partners – \$2,000
- SHARE Fund – \$2,056.22
- Dover Adult Learning Center – \$5,000
- Strafford Nutrition Meals on Wheels – \$1,000
- Tri-City Co-op – \$2,000
- Seacoast Youth Services / Bridging the Gaps – \$2,000
- MY TURN – \$4,000

The Community Development Committee decided, in the case actual CDBG grant funds are in excess of those estimated, the additional funding will be awarded to Cross Roads House, SHARE Fund, and Strafford Nutrition Meals on Wheels. The Community Development Committee decided, in case actual CDBG grant funds are less than those estimated, the awarded funding will be reduced proportionately across all funded activities.

FY 19-20 CDBG Housing Rehabilitation and Public Facilities Funds

- Rochester Child Care Center – Fire Sprinkler System – \$20,000
- Community Action Partnership of Strafford County – Weatherization Assistance Program – \$59,775.01

	<ul style="list-style-type: none"> • Rochester Opera House – Chairlift Project – \$23,000 • East Rochester Public Library – \$10,000 • Rochester Riverwalk – Canoe / Kayak Launch – \$25,000 • Gonic Pool / Recreation Area Improvements – \$50,000 • Historic District Commission – Downtown Façade Improvements Program – \$10,000 • Homeless Center for Strafford County – Land Acquisition – \$50,000 <p>The Community Development Committee decided, in the case actual CDBG grant funds are in excess of those estimated, the additional funding will be awarded to Community Action Partnership of Strafford County’s weatherization assistance program.</p> <p><i>Motion was made by Councilor Gray and seconded by Councilor Hutchinson to approve the above funding amounts as the funding recommendations from the Community Development Committee. The motion passed unanimously.</i></p>
<p>POTENTIAL FUTURE CDBG PROJECTS – Commons Playground Renovation, Community Center Bathroom Renovation, Hanson Pines Playground Renovation</p>	<p>The Community Development Committee discussed potential future CDBG projects, including proposed Rochester Commons playground renovations, Community Center bathroom renovations, and Hanson Pines playground renovations.</p> <p><i>The consensus of the Committee was to recommend that the Commons Playground Renovation and Hanson Pines Playground Renovation be considered for CDBG funding in future City budgets.</i></p>
<p>PROGRAMS REPORT – CDBG Projects, Other Grant Projects</p>	<p>Mr. Long provided a brief overview of current CDBG projects, including updated HUD low-moderate income area data that shows that the entire City of Rochester qualifies as over 51% low-moderate income. This means that public facilities projects that serve the entire city are now CDBG eligible.</p>
<p>OTHER BUSINESS</p>	<p>There was no other business.</p>

The meeting was adjourned at 9:31 p.m.

Next Meeting – Monday, April 8, 2019 at 7:00 p.m. in Isinglass Conference Room in City Hall Annex (33 Wakefield Street)

Topics – Projects Program Report