



Rochester City Council

Community Development Committee

MEETING MINUTES

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

Meeting Date:	Monday, January 24, 2022	
Members Present:	Laura Hainey Skip Gilman John Larochelle Amy Malone	Members Absent: Tim Fontneau
Guests/Staff:	Julian Long, Rochester Community Development Coordinator John Burns, SOS Recovery Center Julie Reynolds, Cornerstone VNA Tarah Bergeron, Court Appointed Special Advocates of New Hampshire Skip Smith, SHARE Fund Kevin Lacasse, Paradise Estates Art Jacobs, Recreation Department Jennifer Marsh, Assistant Economic Development Director Carole Glenn, Economic Development Administrative Assistant John McLain, East Rochester Library Elizabeth Fourar-Laidi, Community Partners Kathy Beebe, HAVEN Dave Totty, School Department Elsy Cipriani, New Generation Jaymie Chagnon, Strafford Nutrition Meals on Wheels	

Councilor Hainey called the special meeting to order at 6:00 p.m. Motion was made by Councilor Gilman to approve the October 18, 2021 meeting minutes and was seconded by Councilor Larochelle. The motion passed unanimously.

PUBLIC INPUT	There was no public input.
FY 2023 GRANT APPLICATION PRESENTATIONS	<p>Mr. Long provided a brief overview of the Community Development Block Grant (CDBG) program, which are federal funds through the U. S. Department of Housing and Urban Development for activities and projects benefitting low to moderate income residents. The grant caps awards for operating expenses (as opposed to bricks-and-mortar projects) at 15% of the overall annual grant award.</p> <p>Some organizations presented in-person before the committee in the Cocheco Conference Room, and some organizations presented via</p>

Zoom video conferencing. All committee members were present in-person in the Cocheco Conference Room, as was Mr. Long.

SOS Recovery Center – John Burns (Zoom)

Mr. Burns stated that SOS Recovery Center is asking for \$75,000 in municipal funds instead of its usual allocation of \$25,000. This is partly because SOS Recovery Center is taking on some of the work, including Community Care Coordination, formerly performed by the Integrated Delivery Network.

Councilor Malone asked whether SOS Recovery Center has looked into Medicare/Medicaid for case managing. Mr. Burns replied that SOS Recovery Center is evaluating how to do so without creating client barriers to services. Councilor Larochelle requested a written summary of the presentation from Mr. Long, which Mr. Long stated he would provide.

Councilor Hainey asked about funding requests made of other communities. Mr. Burns replied that other requests are made of Strafford County communities and that about 35% of clients come from Rochester.

Cornerstone VNA – Julie Reynolds (Zoom)

Ms. Reynolds stated that Cornerstone VNA provides home health services, including chemotherapy and hospice, to Rochester residents. She mentioned that these services have included in-home vaccinations. Councilor Hainey asked how many Rochester residents were served, and Ms. Reynolds replied that it was 1,061 residents. Ms. Reynolds added that about 85% of clients are over the age of 65.

Court Appointed Special Advocates of NH – Tarah Bergeron (Zoom)

Ms. Bergeron provided a brief overview of the volunteer legal services provided by the organization for abused and neglected children. The funding is to help recruit additional guardians ad litem. Councilor Malone asked how many additional volunteers are needed. Ms. Bergeron replied that the requested funding would allow for the recruitment of two additional volunteers. Councilor Hainey asked how many current Rochester cases there are, and Ms. Bergeron replied that there are 93 cases.

SHARE Fund – Skip Smith (in person)

Mr. Smith discussed the ongoing COVID-19 pandemic's impact on local financial assistance needs, including the tripling of requests for housing assistance. Due to this increase in needs, the SHARE Fund is requesting \$10,000 for FY 2023 in comparison to the \$4,000 received in the current program year. Councilor Hainey asked from where else SHARE Fund receives funding, and Mr. Smith replied that it comes from

private donations, grants from grantors such as Bank of America, and the SHARE Fund thrift store. Councilor Malone expressed appreciation for the SHARE Fund's work and services.

Paradise Estates – Kevin Lacasse (in person)

Mr. Lacasse provided presentation handouts to the committee members and stated that Paradise Estates manufactured home park and its partners are requesting funds to address ground water contamination at the park that originates off-site. The park is seeking to connect to city water and sewer systems. Mr. Lacasse added that other funds obtained for the project include PFAS remediation funds, American Rescue Plan Act funds, and state Drinking Water Trust Fund.

Councilor Larochelle asked about the plumbing currently used for water distribution. Mr. Lacasse replied that the plumbing was mostly installed in the 1970s. Councilor Larochelle asked if the park ownership is for-profit, and Mr. Lacasse replied that is but that the majority of park residents are low to moderate income.

Recreation Department – Art Jacobs, Jenn Marsh, and Carole Glenn (in person)

Mr. Jacobs stated that the Recreation Department is requesting funding for construction of pickle ball courts and a teen recreation area at Hanson Pines Park. Funding would also be used to install security cameras at the park. Ms. Glenn stated that the cost estimate for the pickle ball courts is \$89,500, the cost estimate for the teen recreation area is \$9,750, and the cost estimate for the security cameras is \$19,925. The Recreation Department is requesting \$75,000 in CDBG funding and plans to fund the remainder through a CIP.

Councilor Malone asked if the pickle ball courts would be open to all ages and whether equipment would be available for players. Mr. Jacobs replied that this will be the case. Councilor Larochelle asked how long the pickle ball court surface is anticipated to last, and Mr. Jacobs stated that its lifespan is about 15 years.

East Rochester Library – John McLain (in person)

Mr. McLain stated that the library's funding request is for general operating costs for the building and for staffing. Mr. McLain stated that, after a temporary closure at the start of the pandemic, the library has reopened and attendance has increased. Also, the library would like to upgrade its electrical system, as currently there are only two electrical outlets.

Councilor Gilman asked what days the library is open, and Mr. McLain replied that it is open on Wednesdays and Fridays. Councilor Malone

asked how many visitors the library receives, and Mr. McLain replied that the library projects 800 visitors next year.

Community Partners – Elizabeth Fourar-Laidi (Zoom)

Ms. Fourar-Laidi stated that Community Partners serves individuals with mental illnesses and developmental disabilities and is seeking CDBG funds for its rental assistance program. She added that Community Partners anticipates an increase in housing funding requests as other pandemic-related funding sources are ending.

Councilor Malone asked whether Community Partners check with other organizations to see if clients qualify for other services. Ms. Fourar-Laidi said this is the case and helps prevent duplicate funding.

HAVEN – Kathy Beebe (Zoom)

Ms. Beebe stated that HAVEN is the region's main domestic violence and sexual assault services provider. The CDBG funding requested would provide housing services for violence survivors. HAVEN has a long-term capital campaign to build a larger-capacity emergency shelter.

Councilor Hainey asked about the pandemic's impact on HAVEN's number of clients. Ms. Beebe replied that HAVEN had already worked on implementing "mobile advocacy" to meet clients where they're currently at. At the beginning of the pandemic, some reporting went down due to isolation of family members at home. Councilor Malone asked how many Rochester residents are served by HAVEN, and Ms. Beebe replied that they serve about 500 individuals.

School Department – Dave Totty (in person)

Mr. Totty stated that the School Department is requesting CDBG funding for Maple Street Magnet School parking lot expansion and for an electronic sign for Spaulding High School. Mr. Totty added that there are proposed funds for the Maple Street Magnet School project in the city budget but that these funds will likely be removed from the budget.

Councilor Malone asked about community messaging for the Spaulding High School sign. Mr. Totty replied that the principal and superintendent would likely be the ones to decide on sign messaging. Mr. Totty added that there is funding for electrical engineering for the sign in the school budget. Councilor Laroche expressed concerns about flashing signs distracting drivers, and Mr. Totty replied that the signs are programmable and can be adjusted to address any concerns.

New Generation – Elsy Cipriani (Zoom)

Ms. Cipriani stated that New Generation provides emergency shelter for single mothers and children, transitional housing, and continuing case management for clients who have left the shelter for permanent housing.

	<p>to ensure they maintain housing. The agency also provides supportive services such as transportation to childcare or employment.</p> <p>Councilor Hainey asked about the age of the agency, and Ms. Cipriani replied that the agency was founded in 1987. Councilor Malone asked how many Rochester families are served by New Generation, and Ms. Cipriani replied that about 30% of the agency's clients are Rochester residents.</p> <p><u>Strafford Nutrition Meals on Wheels – Jaymie Chagnon (in person)</u></p> <p>Ms. Chagnon stated that last year Meals on Wheels served about 500 Rochester residents with meal delivery services. In addition to delivering meals, the Meals on Wheels delivery drivers provide safety checks for program clients. This helps clients stay in their homes rather than going to a nursing home or other facility.</p> <p>Councilor Malone asked how long drivers are able to spend with clients, and Ms. Chagnon replied that they are able to spend a few minutes with each client but are trained on what to look for. Councilor Larochelle asked if the organization uses volunteers. Ms. Chagnon replied that pre-COVID, volunteers used to help package meals.</p>
<p>CDBG CARES ACT GRANT APPLICATIONS– Reallocation of Unexpended Funds</p>	<p>Mr. Long provided a brief overview of the CDBG CARES Act grant funds and allowable activities. Funds must be used for activities related to the prevention, treatment, or other response to the COVID-19 pandemic. He stated that the funds available for reallocation are unexpended CARES Act administrative funds.</p> <p>Councilor Malone declared that she has a conflict of interest as an employee of Waypoint NH and therefore would not be voting on the funding request from Waypoint NH.</p> <p>At the request for input from Councilor Larochelle, Mr. Long stated that the areas of greatest need continue to be homeless shelter and homeless services.</p> <p><i>Motion was made by Councilor Larochelle and seconded by Councilor Gilman to remove the requests from Big Brothers Big Sisters NH and the Rochester Public Library from consideration.</i> The motion passed unanimously.</p> <p>Councilor Malone provided an overview of the services and barrier levels of Waypoint NH, My Friend's Place, and Homeless Center for Strafford County. Mr. Long also provided input.</p> <p><i>Motion was made by Councilor Hainey to award \$7,000 for Waypoint NH and was seconded by Councilor Larochelle.</i> Councilors Hainey, Gilman, and Larochelle voted yea. Councilor Malone abstained. The motion passed.</p>

	<i>Motion was made by Councilor Hainey to award \$7,000 for My Friend's Place and \$2,414 for the Homeless Center for Strafford County and was seconded by Councilor Malone.</i> The motion passed unanimously.
NH HOUSING – Request for Additional Lead Remediation Funding	<p>Mr. Long stated that in FY 2021 New Hampshire Housing received CDBG funds to serve as matching funds for its lead remediation program for removing lead-based paint from residences. The matching funds were used for low-income Rochester homeowners who could not provide the matching funds themselves. New Hampshire Housing expended all of its FY 21 funds but has a new Rochester homeowner who qualifies for a matching funds grant. New Hampshire Housing has requested \$10,827.76 that the city has available in unexpended prior year CDBG funds.</p> <p><i>Motion was made by Councilor Hainey to award \$10,827.76 to NH Housing and was seconded by Councilor Gilman.</i> The motion passed unanimously.</p>
FY 23 CDBG GRANT APPLICATIONS– First Review	<p>Mr. Long invited the committee members to provide feedback on how they would like to receive the grant request summaries. Councilor Laroche requested that the summaries be linked to handouts, diagrams, and other supportive documentation.</p> <p>Councilor Gilman asked when the city will know its actual grant award. Mr. Long replied that it varies from year to year, sometimes as early as March and sometimes as late as June. Mr. Long added that the committee may vote on conditional grant awards that can be adjusted higher or lower to reflect the actual grant award amount when it becomes known.</p>
PUBLIC FACILITIES NAMING POLICY – Draft	Councilor Hainey suggested that the committee hold discussion on the draft policy until the next committee meeting. The consensus of the committee was in favor to hold discussion until the February meeting.
COMMUNITY DEVELOPMENT PROGRAM REPORT	Mr. Long provided an overview of the CDBG program. He stated that the HAVEN land acquisition project, for the purchase of land to build a new emergency shelter for domestic violence survivors, has been cancelled due to lack of progress and HUD timely expenditure requirements. Mr. Long also provided updates on the Gafney Home and Easter Seals senior affordable housing projects, both of which are seeking CDBG CARES Act funding through the New Hampshire Community Development Finance Authority.
OTHER BUSINESS	There was no other business.

The meeting was adjourned at 8:57 p.m.

Next Meeting – Monday, February 28, 2022, at 6:00 p.m., Cocheco Conference Room, City Hall Annex, 33 Wakefield St.

Topics – FY 2023 Grant Application Presentations, FY 23 CDBG Grant Applications – Second Review, Municipal Grant Applications Review, Public Facilities Naming Policy, Community Development Program Report

CDBG Presentation City of Rochester

Project Name: Paradise Estates Manufactured Housing Community

Income Survey Data: 143 Home sites / 122 surveys / 87% response rate / 286 People estimated / Area Median Household Income (\$42,000) / 219 residents (77%) are at or below the MHI.

Nature of Problem: Problem came about as a result of excessive PFAS contamination entering the wells that service the Property that is most likely attributable to contamination coming from off site. In addition to the quality issue, the entire distribution system is beyond its life expectancy and suffers from major leaks, which causes drops in water pressure and sufficient quantity to feed all homes.

Project Description: In order to ensure quality drinking water for all residents, the plan is to connect to Rochester municipal water. Fortunately, there is a sufficient connection on Gear Rd. One of the requirements of the Public Works Dept. prior to hooking up to municipal water is to ensure that the distribution system is adequate. In this case, the entire distribution system will need to be replaced in order to meet this requirement.

The end result will be an entirely new water distribution system installed and connected to municipal water and all streets being paved where disturbed.

Budget: The overall project costs are estimated to be at \$1,300,000. Several sources have been committed to the funding stack including: \$171,000 from PFAS funds, \$369,180 from ARPA funds, and \$350,000 from NH DWGTF, ~~\$200,000~~. Other sources include \$200,000 CDBG, with the balance funded through the state revolving loan fund.

↑
Drinking water
and Groundwater
Trust Fund

Implementation: Engineering to begin February 2022, Bids to go out March 2022, Pre construction meeting June 2022, Construction Start June 2022. Construction completion November 2022.

Readiness: The project is ready to start as soon as we get this last piece of funding committed.

Energy efficiency: The energy efficiency of this project will be realized in the reduction of water usage as a result of a new, leak free distribution system whereby we won't be treating and pumping thousands of gallons of water just to leak back into the ground.

Long-term benefit: The CDBG grant will ensure an estimated 286 people (of which 77% are LMI individuals) have a sufficient supply of quality drinking water indefinitely.

Request: We respectfully request a CDBG Grant in the amount of \$200,000 in order to complete this project.

Regards,

Kevin Lacasse



Paradise Estates Mobile Home Park, Rochester, NH

Strafford County

Income Survey Data Summary

- **Number of Homes 143**
- **Occupied Homes 140**
- **Vacant Properties 3**
- **Survey Responses 122 surveys**
- **Response Rate 87.14%**
- **Population based on returned surveys 286 people**
- **Median Household Income (MHI) \$42,000**
- **Number of low/moderate income individuals (LMI) 219 individuals**
- **Percent LMI Individuals 76.84%**
- **Income category "A" individuals 28**
- **Income category "B" individuals 38**
- **Income category "C" individuals 26**
- **Income category "D" individuals 30**
- **Elderly individuals 47**
- **Handicap individuals 41**
- **Female HOH individuals 38**
- **White individuals 270**
- **African American individuals 6**
- **Asian individuals 6**
- **Native American individuals 4**

A photograph of an outdoor pickleball court with green and blue surfaces and white lines. A black net is positioned across the middle. In the background, there is a light-colored building, a green trash bin, and a residential neighborhood on a hill under a clear blue sky. A semi-transparent green circular graphic is overlaid on the left side of the image.

ROCHESTER RECREATION & ARENA

Pickleball Courts & Teen Recreation Area at Hanson Pines

The Plan

Creation of 2 outdoor pickle ball courts for public use.

Creation of a teen recreation area.

Installation of security cameras to increase safety in the area.

Why these projects?

Pickle ball is one of the fastest growing sports in the country and has become tremendously popular in Rochester. The only outdoor courts currently are on the tennis courts.

There is a lack of recreation opportunities expressly for teens in Rochester. Following school dismissal, teens are congregating on the playground intended for children ages 5-12, limiting its use by children.

Security cameras will help enhance safety and oversight of a busy public park used by residents of all ages.

How will these projects benefit low/moderate income individuals?

The city of Rochester is 51% low to moderate income. In addition, 43.4% of students in the Rochester district are economically disadvantaged.

The benefits of outdoor exercise and activities are well-documented, and those individuals who are low/moderate income especially can improve their physical, emotional and social health & wellness, help address obesity issues, and reduce medical costs by increasing their physical activity.

Budget

Pickle Ball courts	
Pickleball start/phase 1 25% down	\$ 22,375.00
Pickleball phase 2 (lights)	\$ 22,375.00
Pickleball phase 3 (fencing)	\$ 22,375.00
Pickleball phase 4/completion	\$ 22,375.00
Subtotal pickleball	\$ 89,500.00

Teen Recreation Area	
Purchase equipment	\$ 5,750.00
Equipment installation	\$ 1,500.00
Surfacing (eng. wood fiber) installation	\$ 1,500.00
Signage	\$ 1,000.00
	\$
Subtotal Teen area	\$9,750.00

Security Cameras & Contingency	
Security cameras	\$ 10,000.00
Construction cost contingency	\$ 9,925.00
Subtotal Cameras/Cont.	\$ 19,925.00

Total cost of project	\$119,175.00
CDBG fund request	\$75,000

References

- *Environmental barriers to activity*. Obesity Prevention Source. (2016, April 8). Retrieved November 29, 2021, from <https://www.hsph.harvard.edu/obesity-prevention-source/obesity-causes/physical-activity-environment/>.
- *Rochester: Profile: Explore new hampshire schools*. Profile. (n.d.). Retrieved November 29, 2021, from <https://ireport.education.nh.gov/districts/461/profile>.

ArcGIS Web AppBuilder



10/27/2021, 9:07:49 AM

Tax Parcels

Cost.

Curbing of Road	2500.00
Concrete 512' x 12'	4750.00
Asphalt 512' x 12'	600.00
Grass Fill	14000
Pond	11000
Grass.	39000
Permeable	49000
Shipping	2380.00
Expense of 200000	23500
nd	1111450.00



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