

FINANCE COMMITTEE MEETING

April 9, 2013  
City Council Chambers  
7:00 PM

Present: Mayor Jean, Councilor Varney, Councilor Keans, Councilor Larochelle, Councilor Walker, Councilor Lauterborn, Councilor Torr  
Others Present: Deputy City Manager Cox, Deputy City Manager Pollard, Planning Director Ortmann, Attorney Jerome Grossman

MINUTES

1] Call to Order

Mayor Jean called the meeting to order at 7:05 P.M. All Committee members were present.

2] Public Input

Resident Tom Kaczynski addressed the Committee regarding the East Rochester School building project.

Resident Gregg DeNobile also addressed the Committee regarding the East Rochester School building project.

Resident Lou Archambeault addressed the Committee regarding the Chesley Hill Road residential development project and its effect of increasing school services.

3] Meeting Minutes of March 12, 2013

Councilor Walker **MOVED** to approve the March 12, 2013 Meeting Minutes as written. Councilor Lauterborn provided a second to the motion. Mayor Jean conducted a voice vote and the motion was **ADOPTED** unanimously.

4] Old Business

4.1 Church Clock Status Update

Deputy City Manager Cox stated that Bruce Young in the Public Buildings Department has been in contact with Charlie Devito at the United Methodist Church. They are coordinating a power shut-off to the cellular equipment that would allow a Mr. David Graft to repair the clock.

4.2 Tax Lien Update

Deputy City Manager Cox reviewed his memorandum dated April 4, 2013 highlighting that a staff committee is working on the tax deeding process and that a detailed check list has been developed.

## 5] New Business

### 5.1 CDBG Funding Process for Historical Society Windows

Planning Director Kenn Ortmann described the process that led to the inclusion of windows for the Historic Society Building in the CDBG Action Plan. The Finance Committee requested more detailed information regarding how much energy will be saved by this project. Specifically, would Honeywell, PSNH or the Fire Department be able to conduct some thermal imaging and/or other energy auditing to provide additional data.

### 5.2 193 Pickering Road Land Sale or Easement

Attorney Grossman appeared before the Committee on behalf of the landowner at 193 Pickering Road. He explained the need for an easement or land acquisition from the City to allow the landowner to install a compliant septic system.

Councilor Walker **MOVED** to recommend to the full City Council the granting of an easement. Councilor Varney provided a second to the motion. The motion was **ADOPTED** on a voice vote of 6 yes and 1 no (Councilor Keans).

### 5.3 T.I.F. District Funding of Grants Administrator Salary

Deputy City Manager Pollard appeared before the Committee to provide information on the proposal to assign T.I.F. reporting responsibilities to the Planning Department Grant Administrator and to use T.I.F. funds to pay for this staff time. The consensus of the Committee was not to support this proposal.

One related issue that was discussed was the Grant Administrator's salary. The Council does not expect grant funds to pay the salary; it is simply expected that grant funds will be secured in amounts equal to or exceeding the salary expense.

### 5.4 City and School Finance Committees Joint Meeting Regarding Building Project

Mayor Jean informed the Committee that he and the School Board Chair Watson have scheduled a joint meeting of their Finance Committees to discuss the proposed East Rochester School Building project. This session will be held April 25, 2013 at the school in East Rochester. A tour of the existing facility will start at 6:30 P.M. and the meeting will start at 7:00 P.M.

### 5.5 Water and Sewer Working Capital Analysis

Deputy City Manager Cox reviewed his Letter of Transmittal dated April 4, 2013 regarding the Water and Sewer Working Capital Analysis.

6] Finance Director's Report

There were no questions regarding the Finance Director's report contained in the Committee packet.

7] Monthly Financial Reports

There were no questions for the Deputy City Manager regarding the monthly financial statements.

8] Other

Deputy City Manager Cox distributed a letter from Welfare Director Marsh (copy attached) dated April 8, 2013 regarding My Friend's Place Shelter Funding.

After a brief discussion, Councilor Lauterborn **MOVED** to adjust the CDBG Action Plan allocation as follows:

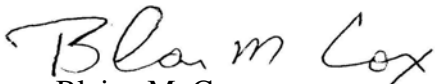
Homeless Shelter of Strafford County	\$7,000 (decreased \$1,000)
My Friend's Place Shelter	\$6,000 (increased \$1,595)
Tri-City Coop	\$1,905 (decreased \$ 595)

Councilor Walker provided a second to the motion. The motion was **ADOPTED** unanimously on a voice vote.

9] Adjournment


Councilor Walker **MOVED** to adjourn the Finance Committee meeting. Councilor Torr provided a second to the motion. The **MOTION** was **ADOPTED** on a unanimous voice vote. The meeting adjourned at 8:20 P.M.

Respectfully submitted,

  
Blaine M. Cox  
Deputy City Manager



# Memo

**To:** Blaine Cox, Finance Director  
**From:** Todd Marsh, Welfare Director   
**Date:** 4/8/2013  
**Re:** My Friend's Place Shelter Funding

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I learned of a City Council committee recommendation to reduce CDBG funding to the My Friend's Place shelter in Dover. I respect their decision. However, I should inform you of the potential unintended negative consequences associated with reducing funding to a shelter city welfare frequently uses to assist residents in need of emergency housing.

Please consider the following:

- My Friend's Place is a year round, twenty four hour shelter
- My Friend's Place accepts all genders
- My Friend's Place often contacts city welfare to inform of current and potential shelter openings.
- My Friend's Place will often accept residents at little notice. Often making space for them temporarily when the shelter is considered "full." This allows the welfare office time to seek options beyond costly motels.
- My Friend's Place has outstanding case management services. This minimizes homelessness and promotes self-sufficiency. Motels are costly and without case management. This results in extended homelessness and increased tax dollars spent.

The Homeless Center for Strafford County located in Gonic is an excellent seasonal overnight shelter. The shelter houses families and single females. It is in operation for six months during the year.

Rochester City Welfare takes a holistic case management approach to minimize homelessness from occurring. If despite best efforts, it is not possible or residents are already homeless, city welfare attempts to keep residents with local supports within Rochester or a border community. My Friend's Place in Dover, is often the first choice due to location and services provided.

The reduced proposed amount, if left unchanged, could cause My Friend's Place to charge the City of Rochester on a daily/nightly basis. This could far exceed CDBG funds appropriated. As a former shelter director, I am aware shelters prefer known revenue, such as community support funds for budget purposes. However, the amount can be too low and no longer make financial sense. Avoiding a daily/nightly rate payment method by reasonably funding with community support funds can be effective, including cost effective to both the shelter and the taxpayers.

I am not a policy maker. Choosing what and how much to fund from limited resources can be challenging. However, from the perspective of the welfare department, I recommend funding My Friend's Place at the same level as last year.