

**City Council Special Meeting  
April 27, 2021  
Council Chambers  
31 Wakefield Street and  
Remotely via Microsoft Teams  
6:30 PM**

**COUNCILORS PRESENT**

Councilor Abbott  
Councilor Belken  
Councilor Gray  
Councilor Hamann  
Councilor Hutchinson  
Councilor Lachapelle  
Councilor Rice  
Councilor Walker  
Deputy Mayor Lauterborn  
Mayor McCarley

**OTHERS PRESENT**

Blaine Cox, City Manager  
Katie Ambrose, Deputy City Manager  
Terence O'Rourke, City Attorney

**COUNCILORS EXCUSED/ABSENT**

Councilor Bogan  
Councilor Lachance

**Minutes**

**1. Call to Order**

Mayor McCarley called the Special meeting to order at 6:30 PM and read the following preamble:

Good Evening, as Chairperson of the (City Council, Planning Board, Police Commission, ZBA, etc), I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of City government and

services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

a.) **Providing public access to the meeting by telephone:** At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting. The public can call-in to the below number using the conference code. Some meetings will allow live public input, however you must have pre-registered online, otherwise, the meeting will be set to allow the public to "listen-in" only, and there will be no public comment taken during the meeting. [Public Input Registration](#) (Please note: In order to notify the meeting host that you would like to speak, press 5\* to be recognized and unmuted)

Phone number: 857-444-0744

Conference code: 843095

b.) **Public Access Troubleshooting:** If any member of the public has difficulty accessing the meeting by phone, please email [PublicInput@RochesterNH.net](mailto:PublicInput@RochesterNH.net) or call 603-332-1167.

c.) **Public Input:** Due to the ongoing situation with COVID-19, the City of Rochester will be taking extra steps to allow for public input, while still ensuring participant safety and social distancing. In lieu of attending the meeting, those wishing to share comments, when permitted, with the City Council (Public Hearing and/or Workshop settings) are encouraged to do so by the following methods:

- **Mail:** City Clerk/Public Input, 31 Wakefield Street, Rochester, NH 03867 (*must be received at least three full days prior to the anticipated meeting date*)
- **email** [PublicInput@rochesternh.net](mailto:PublicInput@rochesternh.net) (*must be received no later than 4:00 pm of meeting date*)
- **Voicemail** 603-330-7107 (*must be received no later than 12:00 pm on said meeting date in order to be transcribed*)

Please include with your correspondence the intended meeting date for which you are submitting. *All correspondence will be included with the corresponding meeting packet (Addendum).*

d.) **Roll Call:** Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their name (and/or ward), also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law. (Additionally, Council members are required to state their name and ward each time they wish to speak.)

Deputy City Clerk Cassie Givara took the roll call. The following Councilors were present in the Community Room: Councilors Belken, Gray Hamann, Rice, Walker, Lauterborn and Mayor McCarley. The following Councilors were connecting remotely and indicated that they were alone in the location from which they were connecting: Councilors Abbott, Hainey, Hutchinson, and Lachapelle. Councilors Bogan and Lachance were excused.

**2. Resolution Approving the 2021-2022 Operating Budget for the City of Rochester**

Councilor Lachapelle **MOVED** to read the resolutions for a first time and refer to a public hearing. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote with Councilors Rice, Walker, Belken, Lachapelle, Hamann, Lauterborn, Hainey, Abbott, Gray, Hutchinson, and Mayor McCarley all voting in favor. Mayor McCarley read the resolution for a first time by title only as follows:

**Resolution Approving Fiscal Year 2021-2022 Operating Budget for the City of Rochester**

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER:

That a twelve (12) month operating budget for the City of Rochester be, and hereby is, approved and appropriated for the period beginning July 1, 2021 and ending June 30, 2022 in the amounts and for the purposes more particularly set forth in the City of Rochester, Proposed Budget, Fiscal Year 2022 (July 1, 2021 - June 30, 2022), as amended, the provisions of which

are incorporated herein by reference thereto by attached **Exhibit A**.

This budget may be reconsidered before the tax rate is set if City, School and/or County revenues are changed by the State of New Hampshire or by the Federal Government. The budget appropriations contained in this Resolution are predicated upon projected revenues as more particularly set forth in the City of Rochester, Proposed Budget, Fiscal Year 2022 (July 1, 2021 - June 30, 2022), as amended, the provisions of which are incorporated herein by reference thereto.

Mayor McCarley announced that the Public Hearing would be held on May 25, 2021.

**3. Resolution Authorizing and Approving the 2021-2022 Capital Improvements Budget for the City of Rochester and Authorizing Borrowing in Connection Therewith**

Councilor Lachapelle **MOVED** to read the resolutions for a first time and refer to a public hearing. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous roll call vote with Councilors Lachapelle, Rice, Gray, Hainey, Abbott, Hutchinson, Hamann, Lauterborn, Walker, Belken, and Mayor McCarley all voting in favor. Mayor McCarley read the resolution for a first time by title only as follows:

**Resolution Authorizing and Approving Fiscal Year 2021-2022 Capital Budget for the City of Rochester and Authorizing Borrowing in connection therewith**

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER:

That the capital budget for the City of Rochester for fiscal year 2021-2022 (July 1, 2021 to June 30, 2022) in the total amount specified in **Exhibit A** annexed hereto, be, and hereby is, authorized and appropriated, and, in accordance with the provisions of RSA 33:9, the City Treasurer, with the approval of the City Manager, is hereby authorized to arrange borrowing to finance a portion of said capital budget appropriation as identified on **Exhibit A** annexed hereto.

The aforementioned borrowing is authorized subject to compliance with the provisions of RSA 33:9 and Section 45 of the Rochester City Charter. The useful lives of the capital projects for which borrowing is authorized by this resolution shall be more particularly set forth in the "City of Rochester, New Hampshire, Proposed CIP Budget, Fiscal Year 2022 (July 1, 2021 – June

30, 2022), as amended.

**4. Adjournment**

Mayor McCarley **ADJOURNED** the Special City Council Meeting at 6:37 PM.

Respectfully Submitted,

Cassie Givara  
Deputy City Clerk

## PROPOSED 2021-2022 OPERATING BUDGET-EXHIBIT A

### OPERATING BUDGET SUMMARY

#### **Proposed Appropriations:**

|                                     |           |                    |
|-------------------------------------|-----------|--------------------|
| City                                | \$        | 36,916,125         |
| County Tax                          | \$        | 6,921,341          |
| Overlay                             | \$        | 350,000            |
| Estimated Veteran's Credits         | \$        | 706,525            |
| School                              | \$        | 68,610,769         |
| School Federal Grants               | \$        | 3,470,000          |
| School Lunch                        | \$        | 1,900,000          |
| School State Property Tax           | \$        | 4,928,157          |
| City Grants & Special Revenues      | \$        | 70,000             |
| Tax Incremental Financing Districts | \$        | 1,197,912          |
| Water Fund                          | \$        | 6,889,755          |
| Sewer Fund                          | \$        | 8,231,998          |
| Arena Special Revenue Fund          | \$        | 433,212            |
| Community Center                    | \$        | 920,523            |
| <b>Total Appropriations</b>         | <b>\$</b> | <b>141,546,317</b> |

#### **Proposed Revenues:**

|                                     |           |                    |
|-------------------------------------|-----------|--------------------|
| City                                | \$        | 11,726,001         |
| Use of Fund Balance                 | \$        | 2,786,000          |
| School                              | \$        | 33,726,925         |
| School Federal Grants               | \$        | 3,470,000          |
| School Lunch                        | \$        | 1,900,000          |
| City Grants and Donations           | \$        | 70,000             |
| Tax Incremental Financing Districts | \$        | 1,197,912          |
| Water Fund                          | \$        | 6,889,755          |
| Sewer Fund                          | \$        | 8,231,998          |
| Arena Special Revenue Fund          | \$        | 433,212            |
| Community Center                    | \$        | 920,523            |
| Amount to be Raised by Taxes *      | \$        | 70,193,991         |
| <b>Total Revenues</b>               | <b>\$</b> | <b>141,546,317</b> |

## PROPOSED 2021-2022 CAPITAL BUDGETS-EXHIBIT A

### CAPITAL BUDGET SUMMARY

#### Proposed Capital Appropriations:

|                             |           |                   |
|-----------------------------|-----------|-------------------|
| City                        | \$        | 7,587,000         |
| School                      | \$        | 1,423,000         |
| Water Fund                  | \$        | 1,235,000         |
| Sewer Fund                  | \$        | 2,881,000         |
| Arena                       | \$        | 80,000            |
| Community Center            | \$        | 305,000           |
| <b>Total Appropriations</b> | <b>\$</b> | <b>13,511,000</b> |

#### Source of Revenues

##### General Fund

|                                       |           |                  |
|---------------------------------------|-----------|------------------|
| Bonding and/or other Borrowing        | \$        | 5,954,000        |
| Operating Budget                      | \$        | 3,414,000        |
| Other Sources                         | \$        | 27,000           |
| <b>Subtotal General Fund Revenues</b> | <b>\$</b> | <b>9,395,000</b> |

##### Enterprise Funds & Tax Incremental Financing Districts

|   |           |                  |
|---|-----------|------------------|
| Bonding and/or other Borrowing  | \$        | 3,895,000        |
| Operating Budget  | \$        | 221,000          |
| <b>Subtotal Enterprise Funds &amp; Tax Incremental Financing Revenues</b> | <b>\$</b> | <b>4,116,000</b> |

|                       |           |                   |
|-----------------------|-----------|-------------------|
| <b>Total Revenues</b> | <b>\$</b> | <b>13,511,000</b> |
|-----------------------|-----------|-------------------|