



# Rochester City Council

## Community Development Committee

### MEETING MINUTES

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

<b>Meeting Date:</b>	Monday, February 12, 2018	
<b>Members Present:</b>	Donna Bogan James Gray Jeremy Hutchinson Elaine Lauterborn	<b>Members Absent:</b> Tom Abbott
<b>Guests/Staff:</b>	Julian Long, Community Development Coordinator Todd Marsh, Welfare Director Leah Roth, Woven Community Development Association Angela Mills, Rochester Main Street	

Councilor Lauterborn called the meeting to order at 7:01 p.m. Motion was made by Councilor Bogan and seconded by Councilor Gray to approve the January 8, 2018 minutes. The minutes were approved unanimously.

<b>PUBLIC INPUT</b>	There was no public input.
<b>FY 2018-2019 GRANT APPLICATION PRESENTATION – Woven Community Development Association</b>	<p>Ms. Roth told the Committee that Woven Community Development Association is focused on economic development in the city's downtown, including job training and neighborhood revival. Woven Community Development Association is requesting \$6,000 in Community Development Block Grant (CDBG) funds to provide transportation and tools to its clients in job training.</p> <p>Councilor Lauterborn asked where the organization is physically located. Ms. Roth replied that the organization is currently working out of the basement and garage of volunteers but plans to have a permanent space by April. Ms. Roth added that the organization is also seeking grant funding through its parent church's national denomination.</p> <p>Councilor Lauterborn asked how clients contact the organization, and Ms. Roth replied that Woven receives referrals from other organizations such as MY TURN, SHARE Fund, SOS Recovery Center, and others. Councilor Bogan asked if Woven also helps clients with job searching after job training, and Ms. Roth stated that they do.</p>

	<p>Councilor Gray asked if the purchase of tools for clients is an eligible CDBG expense. Mr. Long replied that he believed it may be eligible but would check with the city's representative at the U.S. Department of Housing and Urban Development (HUD).</p>
<p><b>FY 2018-2019 CDBG ANNUAL ACTION PLAN – Second Review and Approval</b></p>	<p>Mr. Marsh stated that all of the CDBG grant applicants are worthy of funding but that the Welfare Department sees a need for services for chronic homelessness and supportive housing. He also discussed some of the factors that lead to chronic homelessness.</p> <p>The Committee decided to recommend general city funding in the following amounts:</p> <p><b>Rochester Main Street: \$35,000</b>  <b>Cornerstone VNA: \$28,826</b>  <b>COAST: \$127,913</b>  <b>The Homemakers: \$11,500</b>  <b>Community Action Partnership for Strafford County: \$9,000</b></p> <p>The Committee decided to recommend CDBG funding in the facilities subcategory in the following amounts:</p> <p><b>Community Action Partnership of Strafford County – Weatherization Program: \$50,000</b>  <b>School Department – Maple St. Magnet School Chairlift: \$46,500</b>  <b>Rochester Housing Authority – Elevator for Supportive Housing for Chronically Homeless Residents - \$76,345.92</b></p> <p>As these funding amounts are based on estimates since HUD has not yet released the FY 2018-2019 grant award amount, the Committee agreed that if additional funding becomes available, it should go to the School Department's proposed chairlift for Spaulding High School if that funding is sufficient to cover that project's estimated cost of \$31,116. If the additional funding is less than this, it should go toward the Rochester Housing Authority project. If the actual funding is less than the current estimated amount of funds, the Rochester Housing Authority project's funding should be reduced accordingly.</p> <p>The Committee decided to recommend CDBG funding in the public service agencies subcategory in the following amounts:</p>

	<p> <b>Cross Roads House: \$11,000</b>  <b>My Friends' Place: \$7,000</b>  <b>Community Partners: \$3,000</b>  <b>SHARE Fund: \$5,000</b>  <b>Court-Appointed Special Advocates of NH: \$2,910.50</b>  <b>Dover Adult Learning Center: \$5,000</b> </p> <p>As these funding amounts are based on estimates since HUD has not yet released the FY 2018-2019 grant award amount, the Committee agreed that if additional funding becomes available, then an additional \$1,000 should be granted to Cross Roads House and any funding in excess of \$1,000 should be granted to Tri-City Co-op.</p> <p><b><i>Motion was made by Councilor Gray and seconded by Councilor Hutchinson to approve the above general city funding recommendations, to be submitted to the City Council for its review and approval, and to approve the above CDBG funding recommendations as part of the draft FY 2018-2019 CDBG Annual Action Plan, to be submitted to the City Council for its review and approval. The motion passed unanimously.</i></b></p>
<b>PROGRAM REPORT – Current CDBG Projects, Continuing CDBG Projects, JOB Loan Program Report, Non-CDBG Grants</b>	<p>Mr. Long provided a brief overview of recent CDBG projects, including the completion of the Homeless Center for Strafford County generator project, and potential future CDBG projects, including fire code rectifications at the Rochester Child Care Center and the installation of an air conditioning system at the Rochester Head Start location. Councilor Gray suggested that Mr. Long see if the school department's safety and security grant is one that the Rochester Child Care Center might be able to apply to receive, as well. Mr. Long stated that he would make inquiries.</p>
<b>WORKFORCE HOUSING CHARRETTE APPLICATION – Update</b>	<p>Mr. Long said that a planning committee has started meeting to work on setting up the charrette to be held in September 2018. He added that the property owner of the vacant Hanson Street lot has agreed to allow his property to be used as the project site for the charrette.</p>
<b>OTHER BUSINESS</b>	<p>Ms. Mills informed the Committee of upcoming Rochester Main Street events such as the Rochester Cares Clean-up Day to be held on Earth Day, Free Comic Book Day, and some downtown business workshops. She also stated that Rochester Main Street plans to cut down on the quantity of events to focus on increasing the quality and size of the events it does hold.</p>

	Councilor Bogan mentioned that she has received compliments from Rochester residents on downtown business and the downtown holiday lights.
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The meeting was adjourned at 9:19 p.m.

**Next Meeting** – Monday, March 12, 2018 at 7:00 p.m. in Isinglass Conference Room in the City Hall Annex (33 Wakefield Street)

**Topics** –Fitness Court Project Proposal, CDBG Projects Program Report, Workforce Housing Charrette Application