



Rochester City Council

Community Development Committee

MEETING MINUTES

Elaine Lauterborn, Chairperson

Donna Bogan, Vice Chairperson

Tom Abbott

Jeremy Hutchinson

James Gray

Meeting Date:	Tuesday October 9, 2018	
Members Present:	Tom Abbott Donna Bogan James Gray Elaine Lauterborn	Members Absent: Jeremy Hutchinson
Guests/Staff:	Julian Long, Community Development Coordinator Julie Perron, Bridging the Gaps Coalition Coordinator David Totty, Rochester School Department Director of Facilities	

Councilor Lauterborn called the meeting to order at 5:01 p.m. Motion was made by Councilor Gray and seconded by Councilor Bogan to approve the August 13, 2018 minutes. The minutes were approved unanimously.

PUBLIC INPUT	There was no public input.
BRIDGING THE GAPS PRESENTATION – Request for Funding	<p>Councilor Abbott entered the meeting at 5:02 p.m.</p> <p>Ms. Perron gave an overview of the Substance Abuse and Mental Health Services Administration (SAMHSA) Drug Free Communities grant that has funded the work of the Bridging the Gaps community coalition for the last ten years. She discussed the Youth to Youth student coalitions at the middle and high schools and substance use disorder awareness events hosted by Bridging the Gaps. She added that an identified unmet need is for direct services for youth, especially during afternoon after-school hours. Bridging the Gaps is planning to continue its existing programming but also provide teen center programming.</p> <p>Bridging the Gaps has received a six-month extension from SAMHSA for salary and benefits expenses and about \$9,000 in funding from the Integrated Delivery Network for other expenses. Ms. Perron requested general city funding to cover continued salary and benefits expenses for the Bridging the Gaps program and stated that other expenses would be covered by private/state funding. Ms. Perron also stated that she would like for the City of</p>

	<p>Rochester to establish city accounts so that Bridging the Gaps could engage in fundraising to support the program.</p> <p>Councilor Gray stated that he didn't see why the city couldn't establish an account so Bridging the Gaps can fundraise and suggested speaking with the City Manager. Councilor Bogan asked if the city funding request is for Community Development Block Grant (CDBG) funds or general city funds. Mr. Long replied that the request is for general city funds.</p> <p>Councilor Lauterborn asked if the program, if it continues, will be continued under the Police Department or another department. Ms. Perron replied that Bridging the Gaps fits best under the Recreation Department but will be happy to work under whatever department can best accommodate the program financially.</p> <p>Councilor Gray suggested that the Bridging the Gaps request be presented at the Finance Committee meeting later in the evening, under "Other Business." Councilor Lauterborn added that it will go to full City Council at the November meeting.</p> <p>Councilor Abbott asked if there is data on numbers of youth served, and Ms. Perron stated that there is considerable data that is collected for grant reporting purposes. Councilor Abbott suggested that this information also be provided to the City Council.</p>
<p>SCHOOL DEPARTMENT PRESENTATION – Request for Additional Funding</p>	<p>Mr. Totty stated that when the School Department applied for CDBG funds for FY 2018-2019, it received price quotes from a trusted source for the chairlift projects at Maple St. Magnet School and Spaulding High School. This company won the bid for both projects, but the company's submitted bids are higher than the initial price quotes.</p> <p>The price for the Maple St. Magnet School project increased from an estimated \$46,500 to \$49,300. The company stated that the rate increased due to factoring in Davis-Bacon wage rates. The price for the Spaulding High School project increased from an estimated \$31,116 to \$38,000. Mr. Totty isn't sure the factors that resulted in the increase for the Spaulding High School project.</p> <p>School Department has extra money, because initially planned to pay for all SHS chairlift project.</p>

	<p>Councilor Gray asked if the bid invitation requires acceptance of the lowest bid. Councilor Abbott stated that lots of construction prices are increasing rapidly at the present moment but isn't sure why the costs increased so much for the two chairlift projects.</p> <p>Councilor Gray suggested that the School Department could choose to reject the bids and go back out to bid. Mr. Totty stated that the bid invitation included such provisions but would prefer to proceed with the bid so the projects can be completed in a timely matter. Councilor Lauterborn suggested that Mr. Totty discuss with the School Department whether it wants to go back out to bid, given the increase of about \$10,000 in combined project costs.</p> <p>Councilor Lauterborn asked if the School Department is requesting additional CDBG funding, and Mr. Totty replied that the School Department is not, as the department has managed to find the funding in its budget.</p>
WORKFORCE HOUSING CHARRETTE – Updates	<p>Mr. Long presented an overview of the workforce housing charrette. Public input sessions did not receive high attendance, but attendees included city councilors, Planning Board members, and Historic District Commission members. Suggestions from the charrette design team included eliminating the downtown requirement for first-floor commercial space in buildings and reducing parking requirements. The charrette design team also created a combined parking and building design for the 38 Hanson Street property.</p> <p>Councilor Abbott expressed concerns regarding getting rid of requirements to have first-floor commercial units in downtown core buildings. Councilor Abbott stated that first-floor commercial results in more engaged property owners and better tenants.</p>
PROGRAMS REPORT – CDBG Projects, Other Grant Projects, Downtown Density Report	<p>Mr. Long presented brief project updates on the Rochester Community Center tennis court lights project, the School Department chairlift projects, and the Rochester Housing Authority Charles Street elevator project. The tennis court lights project has been delayed to the shipping of necessary parts but is anticipated to be completed by the end of October. Both of the School Department projects are planned to occur during the winter break so that students will not be in the buildings. The Rochester Housing Authority is currently applying for a TD Bank grant to cover the gap funding in its Charles Street housing project, and Mr. Long said he would provide updates to the committee as they become available.</p>

	<p>Mr. Long also provided updates on grant applications for the Bridging the Gaps program. Mr. Long assisted Bridging the Gaps in applying for two federal grants, but unfortunately Bridging the Gaps was not awarded either grant. There is an AmeriCorps grant opportunity that will become available in May, as well.</p> <p>The committee discussed possible allocation of the unexpended amount of approximately \$1,200 in FY 2017-2018 CDBG funds. Councilor Gray suggested funding the School Department's chairlifts with CDBG funds and then shifting the chairlift funds to Bridging the Gaps. Councilor Bogan suggested expending the funds on the wayfinding project for signage. Councilor Gray mentioned that the Rochester Opera House has some recent building expenses, and Councilor Bogan added that the Opera House's freight elevator needs to be replaced.</p> <p>Councilor Lauterborn asked if there would be a problem in choosing not to allocate the funds immediately, and Mr. Long replied that there would not be a problem. He added that generally he rolls unexpended CDBG administrative funds into the general amount of available funds during the regular CDBG grant application cycle.</p>
OTHER BUSINESS	There was no other business.

The meeting was adjourned at 5:50 p.m.

Next Meeting – Monday, December 10th at 7:00 p.m. in Isinglass Conference Room in City Hall Annex (33 Wakefield Street)

Topics – FY 2019-2020 CDBG Annual Action Plan, Projects Program Report, JOB Loan Program Report

BRIDGING THE GAPS: Rochester's Substance Misuse Prevention Program

October 9, 2018

Rochester Community Development Committee

Request for funding of BTG Coalition Coordinator position & provision of program space within the City of Rochester

Background:

Bridging the Gaps (BTG) has been a SAHMSA Drug Free Communities grantee from 2008-2018. In 2015, the City of Rochester became the fiscal agent for the DFC grant, and the Coalition Coordinator position became a grant-funded position within the City. The DFC grant period ended on September 29th, and a six-month extension was granted to fund the Coordinator while the program is either reorganized or reconciled and dissolved.

For the past ten years, BTG has been at the forefront of Rochester's community-wide prevention initiatives aimed at at-risk youth populations. Successes have included Youth Behavioral Risk Survey data showing steady improvement in substance misuse prevention among Rochester's youth, including reductions in binge drinking, prescription drug misuse, cigarette smoking, and overall consumption of alcohol within the past eight years. Other achievements include strong prevention partnerships with Rochester's elementary, middle, and high schools; a visible and engaged Youth 2 Youth group; well-attended community educational forums such as "It Takes a Village" series of interactive panel discussions on the regional opioid epidemic; high levels of involvement in the coalition from the Rochester police force and Frisbie Memorial Hospital; and annual Drug Take Back Days, National Night Out, and Red Ribbon Week and National Prevention Week activities. Continuing the momentum of prior efforts without interruption is the most cost-efficient way to continue prevention efforts in Rochester.

Vision for Scope of Future Programming:

After a year of carefully assessing community needs and capacity, our vision is to shift Bridging the Gaps' programming to deliver more direct services to our community. Plans include support groups for vulnerable families, such as grandparents who are the primary caretakers for grandchildren, and to create a teen center with scheduled programming, an important resource that the City of Rochester currently lacks and which has been successfully implemented in the neighboring City of Dover. Bridging the Gaps' goal is to reduce the environmental risk factors for at-risk youth ages 12-17 by providing access to a safe teen-centered space, staffed with caring adults and trained peer mentors. A complimentary approach will be to provide mentorship programs and practices during peak times of limited parental supervision and potential juvenile delinquency, including weekdays after school, during school breaks, and over summer breaks. Finally, Bridging the Gaps plans to implement proven mentoring practices such

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as informal, formal, and group mentoring relationships and activities, and the use of evidence-based mentoring program models that increase individual protective factors against substance misuse in youth populations, including resiliency, life skills, goal-setting, and pro-social behaviors.

Space:

To accomplish these goals, BTG needs to relocate to a more teen-friendly, family-accessible space within the City. Ideally the teen center will be strategically located within walking distance of our most at-risk populations (Rochester's Wards 4 and 6). Space should encompass approximately 700+ square feet, with at least one lockable private office, and have a layout conducive to group meetings, snack preparation, and "hangout" area (lounge furniture, small games tables, homework stations, etc.).

RTEC will be directed and staffed by Bridging the Gaps Coalition Coordinator Julie Perron, with backup coordination and support provided by Nicole Rodler, Juvenile Court Diversion and Teen Drug Court Coordinator for the Rochester Police Department (MOU is in place for this collaboration). Additional/backup staffing support has been offered in cooperation with Rochester Child Care Center, whose mission closely aligns with that of BTG. Two to three undergraduate and/or graduate university interns will be engaged each semester to assist with mentoring programs, data collection, report coordination, and participant and community outreach. Bridging the Gaps has an established relationship with the University of New Hampshire's Psychology, Social Work, and Family Studies programs. These departments also provide interns for the well-established Dover Teen Center, a model facility located in the neighboring City of Dover. The director of the Dover Teen Center, Steve Pappajohn, has been a valuable mentor and resource for Rochester's Bridging the Gaps as we have begun to develop this project, and a letter of support from Mr. Pappajohn has been acquired.

Action Needed for Sustainability:

Funding for the BTG Coordinator position runs out on March 29, 2019. Therefore, it is up to the direction of the City as to whether this program continues beyond that point. The City would need to find funding for salary and benefits for the three-month period before FY19 ends (\$16,545), and would have to create a new municipally funded position in the FY20 budget (\$66,180 annually).

It is the intention of the BTG Sustainability Task force to acquire the majority of program costs outside of the Coalition Coordinator's position through grant funding and collaborative partnership agreements. The establishment of a designated account for BTG, similar to the funds set up for the Riverwalk and the Recreation Department, will allow BTG to continue to accept and apply for community funds. Two highly competitive federal grant applications have been submitted in the past year but have been unsuccessful. Several new funding opportunities have been identified, but in order to move forward with additional applications, securing funds for the Coordinator's position is crucial. Many of BTG's initiatives are delivered at no cost to the City of Rochester, other than space and the time and effort of the Coalition Coordinator.

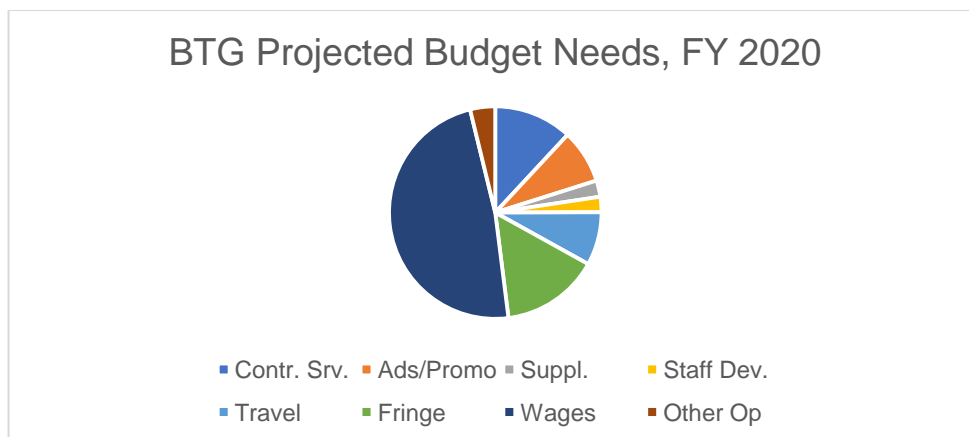
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BTG has established a strong working relationship with twelve key sectors within the Rochester community, including business, civic/volunteer organizations, healthcare, law enforcement, media, parents, youth under age 18, religious/fraternal organizations, schools, state/local government, substance misuse experts/organizations, and youth serving organizations. In support of the future projects described above, BTG has gathered sixteen letters of support from key partners throughout Strafford County (see *List on page four*). Additionally, we have secured an initial \$9,500 toward operating expenses from the NH Region 6 Integrated Delivery Network.

Budget Overview:

PROJECTED BUDGET- FY 2020: *Total request for City funding: \$66,180 annually.

Category	Item	Amount
Programs	Contracted Services	12500
Support	Ads/Promo	8600
Support	Suppl.	2600
Training	Staff Dev.	2450
Training	Travel	8500
Staff	Fringe*	15680
Staff	Wages*	50500
Programs	Other Operational	4000
Total		104830



BRIDGING THE GAPS: Rochester's Substance Misuse Prevention Program

BTG- List of Letters of Support & Memorandums of Understanding

Letters:

Rochester Police Department; Lieutenant Anne M. Gould, Supervisor of Juvenile Division

State of NH Juvenile Justice Services; Richard A. Long, Juvenile Probation Parole Supervisor, Dover Itinerant Office

Rochester School District; Kyle Repucci, Assistant Superintendent of Schools

Rochester Youth Reach, Rochester, NH; Tory Jennison, PhD, RN, Board Chair

Seacoast Youth Services, Rochester & Seabrook, NH; Vic Maloney, Executive Director

Rochester Middle School; Kaitlin Calculator, Student Assistance Person

Community Partners; Brian Collins, Executive Director

Strafford County Public Health Network; Alissa Cannon, Substance Misuse Prevention Coordinator

Dover Teen Center, Dover Police Department, Dover, NH; Stephen G. Pappajohn, Director

WOVEN Community Development; Leah Roth, Executive Director

Roberson Counseling, LLC, Rochester; Alexis Roberson, LMFT

Institute on Disability, University of New Hampshire; JoAnne M. Malloy, PhD

Profile Bank, Rochester, NH; John L. Hall, Executive Vice President

WitWay Supply, Rochester, NH; Lisa M. Stanley, Owner

Monarch School of New England, Rochester, NH; Diane Bessey, Executive Director

Federal Savings Bank, Strafford Cty, NH; Tiffany Melanson, VP, Marketing & Public Relations

Memorandum of Understanding:

Rochester Police Department Juvenile Diversion Division & Bridging the Gaps