

**Regular City Council Meeting  
April 2, 2024  
Council Chambers  
6:00 PM**

**COUNCILORS PRESENT**

Councilor Creteau  
Councilor de Geofroy  
Councilor Fitzpatrick  
Councilor Fontneau  
Councilor Herman  
Councilor Karolian  
Councilor Lawrence  
Councilor Richardson  
Councilor Sullivan  
Councilor Turner  
Councilor Walker  
Deputy Mayor Hamann  
Mayor Callaghan

**OTHERS PRESENT**

Katie Ambrose Cox, City Manager  
Terence O'Rourke, City Attorney  
Mark Sullivan, Finance Director  
Norm Vetter, Developer

**COUNCILORS ABSENT**

**Minutes**

**1. Call to Order**

Mayor Callaghan called the Regular City Council meeting to order at 6:00 PM.

**2. Opening Prayer**

Mayor Callaghan called for a moment of silence.

**3. Pledge of Allegiance**

Councilor Walker led the City Council and all those present in the Pledge of Allegiance.

**4. Roll Call**

Kelly Walters, City Clerk, took the roll call attendance. All Councilors were present as listed above.

**5. Acceptance of Minutes**

### **5.1 Regular City Council Meeting: February 6, 2024** ***consideration for approval***

Councilor Richardson **MOVED** to **ACCEPT** the revised Regular City Council meeting minutes of February 6, 2024. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

### **5.2 Regular City Council Meeting: March 5, 2024** ***consideration for approval***

Councilor Walker **MOVED** to **ACCEPT** the minutes of the Regular City Council meeting of March 5, 2024. Councilor Hamann seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

## **6. Communications from the City Manager**

City Manager Ambrose announced that due to the impending storm, the Willand Warming Center shall be open from 9:00 AM Wednesday, until Friday morning at 9:00 AM.

City Manager Ambrose reported that there was an Employee wellness event held at the Rochester Ice Arena on Saturday, March 30, 2024, which was well attended. She thanked the Wellness Committee and the Recreation Department for supporting the event.

### **6.1 City Manager's Report**

**The City Manager Report is as follows:**

#### **Contracts and Documents executed since last month:**

##### **Department of Public Works**

- Task Order, Hydraulic Sewer Modeling – Weston & Sampson
- Task Order, Wastewater Pump Station Evaluation– Weston & Sampson.
- Task Order, Sewer System Investigation – Weston & Sampson.
- Certificate of Substantial Completion, WWTP Biosolids Dewatering Facility – Apex Construction
- Estimate, Highfields Common drainage swale – S.U.R.

- Scope of Services, Portland St Reconstruction conceptual design – Greenman Pedersen
- Scope of Services, Peer review of Salmon Falls School Project – Greenman Pedersen
- Estimate, Downtown Sewer System reset covers/frame – S.U.R.
- Task Order, Traffic Impact Study Review – Hoyle Tanner and Assoc.
- Change Order, Tara Est. Sewer Pump Station Upgrade - Apex
- Engineering contract, Marketplace Blvd drainage pond – Jones & Beach.

### **Economic Development**

- FY23-24 CAP Weatherization – Whispering Winds

### **HR**

- Facilities Contract, Employee Recognition

### **IT**

- Secondary Internet Connection - Comcast

### **Standard Reports:**

- Personnel Action Report Summary

## **7. Communications from the Mayor**

Mayor Callaghan said the Elks Lodge conducted their annual Installation of Officers for the 2023-2024 Lodge Year. Mayor Callaghan thanked all newly appointed officers and members for their service to the community.

Mayor Callaghan read a proclamation regarding Arbor Day and declared April 26, 2024 as Arbor Day in the City of Rochester.

## **8. Presentation of Petitions and Council Correspondence**

No discussion.

## **9. Nominations, Appointments, Resignations, and Elections**

- 9.1. Resignation: Bryan Karolian - Conservation Commission, Seat B *consideration for acceptance***

No discussion.

**No action taken.**

**9.2. Resignation: Palana Belken – Arts & Culture Commission, Seat B *consideration for acceptance***

Councilor Walker **MOVED** to **ACCEPT** the resignation of Palana Belken, Arts & Culture Commission, with regret. Councilor de Geofroy seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**9.3. Resignation: Michael King – Zoning Board of Adjustments, Seat E *consideration for acceptance***

Councilor Walker **MOVED** to **ACCEPT** the resignation of Michael King, Zoning Board of Adjustments, with regret. Councilor de Geofroy seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**10. Reports of Committees**

Councilor Walker reviewed the following appointments:

**10.1.1 New Appointment: Martha Wingate – Historic District Commission, Seat C, Regular Member Term to expire 1/2/2027 *consideration for approval***

Mayor Callaghan nominated Martha Wingate to serve as a Regular Member of the Historic District Commission with a term to expire on 1/2/2027. Councilor Walker **MOVED** that nomination cease and the Clerk cast one ballot for Ms. Wingate. The **MOTION CARRIED** by a unanimous voice vote.

**10.1.2 New Appointment: Kimberly Adams – Historic District Commission, Seat F, Regular Member Term to expire 1/2/2027 *consideration for approval***

Mayor Callaghan nominated Kimberly Adams to serve as a Regular Member of the Historic District Commission with a term to expire on 1/2/2027. Councilor Walker **MOVED** that nomination cease and the Clerk cast one ballot for Ms. Adams. The **MOTION CARRIED** by a unanimous voice vote.

**10.1.3 New Appointment: Zebadiah McGill – Planning Board, Seat N, Alternate Member Term to expire 1/2/2026 consideration for approval**

Mayor Callaghan nominated Zebadiah McGill to serve as an Alternate Member of the Planning Board with a term to expire on 1/2/2026. Councilor Walker **MOVED** that nomination cease and the Clerk cast one ballot for Mr. McGill. The **MOTION CARRIED** by a unanimous voice vote.

**10.1.4 New Appointment: Ashley Desrochers – Arts & Culture Commission, Seat B, Regular Member Term to expire 7/1/2027 consideration for approval**

Mayor Callaghan nominated Ashley Desrochers to serve as a Regular Member of the Arts & Culture Commission with a term to expire on 7/1/2027. Councilor Walker **MOVED** that nomination cease and the Clerk cast one ballot for Ms. Desrochers. The **MOTION CARRIED** by a unanimous voice vote.

**10.1.5 Reappointment: Shawn Libby – Utility Advisory Board, Seat E, Regular Member Term to expire 1/2/2027 consideration for approval**

Mayor Callaghan nominated Shawn Libby to serve as a Regular Member of the Utility Advisory Board with a term to expire on 1/2/2027. Councilor Walker **MOVED** that nomination cease and the Clerk cast one ballot for Mr. Libby . The **MOTION CARRIED** by a unanimous voice vote.

**10.2 Codes & Ordinances Committee**

**10.2.1 Amendment to Chapter 94 of the General Ordinances of the City of Rochester Regarding Lead Paint Poisoning and Prevention Control *first reading and consideration for adoption***

Councilor de Geofroy reported that the Committee recommended, by a majority vote, to adopt an Ordinance regarding lead paint poisoning and prevention control.

Mayor Callaghan read the Amendment as follows:

**Amendments to Chapter 94 of the General Ordinances of  
the City of Rochester Regarding Lead Paint Poisoning and  
Prevention Control**

**THE CITY OF ROCHESTER ORDAINS:**

That Chapter 40 of the General Ordinances of the City of Rochester and currently before the Rochester City Council, be amended as follows (deletions ~~struck out~~ additions in RED):

ARTICLE III

§ 94-14 Enforcement of the Lead Paint Poisoning and Prevention Control Act.

- a. In accordance with RSA 130-A:11, II, the City assumes full and sole legal authority to enforce the provisions of the Lead Paint Poisoning and Prevention Control Act, Chapter 130-A of the Revised Statutes Annotated.
- b. The authority granted to the City by adoption of this section, in accordance with RSA 130-A:11, II, does not extend to matters pertaining to licensure and certification under RSA 130-A:12, said authority shall rest solely with the New Hampshire Department of Health and Human Services.

**Amendments effective upon passage.**

Mayor Callaghan **MOVED** to **ADOPT** the resolution. Councilor Hamann seconded the motion. The **MOTION CARRIED** by a majority voice vote.

**10.2.2 Committee Recommendation: to Approve the City Council Rules of Order with the following amendments:**

- **Amendment to section 1.5 Subsection b (3) of the Rules of Order, Removing the Word "Unexpected" *consideration for approval***

Councilor de Geofroy **MOVED** to **APPROVE** the Amendment to the City Council Rules of Order to section 1.5 subsection b (3): removing the word "unexpected". Councilor Walker seconded the motion. Councilor de Geofroy stated that one of the scenarios to support this

change is that "childcare" is an acceptable reason for attending a meeting remotely, regardless of whether the situation is unexpected. The **MOTION CARRIED** by a unanimous voice vote.

- **Amendment to Section 1.5 Subsection c (6) of the Rules of Order, Regarding the Script for Remote Participation *consideration for approval***

Councilor de Geofroy **MOVED** to **APPROVE** the Amendment to Section 1.5 Subsection c (6) of the Rules of Order regarding the script for remote participation by adding a reference to RSA 91-A. Councilor Walker seconded the motion. Councilor de Geofroy stated that this RSA citation is already being verbally stated when the script is read at meetings; this amendment would just make the Rules of Order consistent with current practice. The **MOTION CARRIED** by a unanimous voice vote.

- **Amendment to Section 4.4 of the Rules of Order Regarding Alternate Members of Standing Committees *consideration for approval***

Councilor de Geofroy **MOVED** to **APPROVE** the Amendment to Section 4.4 of the Rules of Order regarding adding alternate members to the City Council Standing Committees. Councilor Walker seconded the motion.

Councilor de Geofroy said this change would allow an appointed alternate member (City Councilor) to participate at meetings that lack a quorum. Mayor Callaghan listed reasons he is opposed to the motion. He indicated that the lack of a quorum has not occurred often and that he is typically available to participate when necessary. He said according to the City Charter he is a member of all Standing Committees.

Councilor Sullivan expressed concern that alternate members may not be prepared to vote while filling a vacancy, especially if called to a meeting at the last moment. He questioned how much notice would be given in such circumstances. Mayor Callaghan said the City Councilors should be receiving the Standing Committee Agendas ahead of time.

Councilor Walker spoke in favor of the motion and shared a particular circumstance from the past in which lack of a quorum was intentional. Councilor Walker proposed that the Mayor would appoint Councilors (volunteer based) who would be notified when needed. Councilor Hamann suggested having one alternate member assigned to

each committee.

The City Council briefly discussed concerns of intentional absences due to the new policy, for various reasons. Councilor Lawrence cautioned that spot appointments could have intentional motives as well. Councilor Sullivan suggested a nomination process for the alternate member appointments. Mayor Callaghan clarified that the appointment process (Mayoral Appointments) would remain the same, as stipulated by the City Charter.

Councilor Fontneau suggested tabling the issue since “lack of a quorum” is not a current issue. Councilor Walker disagreed and encouraged the City Council to approve the change; rather than waste valuable time later trying to implement a change once a situation occurs.

Mayor Callaghan called for a roll call vote. The **MOTION CARRIED** by a 9 to 3 roll call vote as follows: Councilors de Geofroy, Fitzpatrick, Lawrence, Walker, Fontneau, Turner, Creteau, Richardson, and Karolian voted in favor of the motion. Councilors Sullivan, Hamann, and Mayor Callaghan voted against the motion.

### **10.3 Community Development Committee**

No discussion.

### **10.4 Finance Committee**

No discussion.

### **10.5 Planning Board**

No discussion.

### **10.6 Public Safety**

No discussion.

### **10.7 Public Works**

Councilor de Geofroy reported the following items to the City Council.

#### **10.7.1 Committee Recommendation: To grant the pavement disturbance moratorium waiver request**

**for 148 Old Dover Road *consideration for approval***

Councilor de Geofroy **MOVED** to grant the pavement disturbance moratorium waiver request for 148 Old Dover Road. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**10.7.2 Resolution Authorizing Supplemental Appropriation of \$150,000 to the FY24 General Fund CIP Fund for the Drainage Pipe Relining Project *first reading and refer to Public Hearing on April 16, 2024***

Councilor de Geofroy read the resolution by title only as follows:

**Resolution Authorizing Supplemental Appropriation of \$150,000.00 to the FY24 General Fund CIP Fund for the Drainage Pipe Relining Project**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:**

That the Mayor and City Council of the City of Rochester hereby appropriate One Hundred Fifty Thousand Dollars (\$150,000) to the General Fund CIP for the purpose of paying costs associated with the Drainage Pipe Relining Project. The entirety of this supplemental appropriation shall be derived from the General Fund Unassigned Fund Balance.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such multi-year, non-lapsing accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

Councilor de Geofroy stated that the pipes are at risk of failure and the relining of the pipes must be addressed soon. Mayor Callaghan stated this resolution would be referred to a Public Hearing on April 16, 2024.

**11. Unfinished Business**

**11.1. Resolution Adopting a FY 2025 Rochester CDBG "Action Plan for the City of Rochester, N.H." and**

**Approving and Appropriating the FY 2025 Community Development Budget for the City of Rochester *second reading and consideration for adoption***

Mayor Callaghan read the resolution by title only as follows

**RESOLUTION ADOPTING AN FY 2025 ROCHESTER CDBG "ACTION PLAN FOR THE CITY OF ROCHESTER, N.H." AND APPROVING AND APPROPRIATING THE FY 2025 COMMUNITY DEVELOPMENT BUDGET FOR THE CITY OF ROCHESTER**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:**

I. That the Mayor and City Council of the City of Rochester, by adoption of this Resolution, hereby adopt the one-year FY 2025 (July 1, 2024—June 30, 2025) "Action Plan for the Community Development Block Grant (CDBG) Program for the City of Rochester, N.H.," as prepared and presented to the Mayor and City Council by the City of Rochester Office of Economic and Community Development, in connection with the City's CDBG program, including the goals, objectives, and concepts set forth therein;

II. Further, that a twelve (12) month Community Development Block Grant budget for the Office of Economic and Community Development for the City of Rochester will be approved and appropriated for fiscal year 2025 (July 1, 2024—June 30, 2025). Included in said approval and appropriation are expenditures set forth in the one-year action plan of the Office of Economic & Community Development for the City of Rochester for the Community Development Block Grant program, in the following categories and amounts:

|                                          |             |
|------------------------------------------|-------------|
| Administration and Planning              | 20%         |
| Public Service Agencies                  | 15%         |
| Housing/Public Facilities/Infrastructure | 65%         |
| <b>Total</b>                             | <b>100%</b> |

III. Further, that Two Hundred Forty One Thousand Fifty Six Dollars and Eighteen Cents (\$293,921.24) in the Job Opportunity Benefit revolving loan fund loan fund, plus the principal and interest received monthly from existing loans' repayments, be appropriated for continued use in the FY 2024 Action Plan year in granting loans to qualified small

businesses that commit to the creation and/or retention of jobs made available to low to moderate-income Rochester residents.

This budget and the one-year action plan for FY 2025 may be reconsidered if federal funding is changed or if it is inconsistent with the total FY 2025 budget adopted for the Office of Economic and Community Development.

The sums necessary to fund the above appropriation in the amount shall be drawn in their entirety from the above-mentioned FY 2025 Community Development Block Grant from the federal government to the City of Rochester. The Finance Director is hereby authorized to create such line-item accounts as shall be necessary to implement this Resolution.

**Furthermore**, in the event that federal funding for the above Community Development Block Grant budget is less than the total appropriation amount provided for in this Resolution, then, and in such event, the City Manager, or the City Manager's designee in the Office of Economic and Community Development, is authorized to adjust the amounts for the budgetary categories stated above, as well as for any planned grants and/or other expenditures made from within such budgetary categories.

Mayor Callaghan stated that this resolution is not ready for adoption and referred the matter to a public hearing to be held on May 21, 2024.

**11.2. Resolution for Supplemental Appropriation of \$250,000 to the General Fund CIP Fund for the Community Center Bleacher Replacement Project *second reading and consideration for adoption***

Mayor Callaghan read the resolution by title only as follows:

**Resolution for Supplemental Appropriation of \$250,000 to the FY24 General Fund CIP Fund for the Community Center Bleacher Replacement Project**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:**

That the Mayor and City Council of the City of Rochester hereby

appropriate Two Hundred Fifty Thousand Dollars (\$250,000) to the General Fund CIP for the purpose of paying costs associated with the Community Center Gym Bleacher Replacement Project. This funding will address replacement of the second bank of bleachers. The first bank of bleacher replacements were funded in the FY24 Adopted General Fund CIP program budget. The entirety of this supplemental appropriation shall be derived from the General Fund Unassigned Fund Balance.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such multi-year, non-lapsing accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

Councilor Walker **MOVED** to **ADOPT** the resolution. Councilor Hamann seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**11.3. Resolution Pursuant to RSA 656:40 Authorizing Use of Certain Ballot Counting Devices *second reading and consideration for adoption***

Mayor Callaghan read the resolution by title only as follows:

**Resolution Pursuant to RSA 656:40 Authorizing Use of Certain Ballot Counting Devices**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:**

That the Mayor and City Council of the City of Rochester hereby authorize the use of the Dominion ImageCast Precinct Tabulator and the VotingWorks VxSuite ballot counting devices for the counting of ballots in the City of Rochester.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such multi-year, non-lapsing accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

Councilor Walker **MOVED** to **ADOPT** the resolution. Councilor Hamann seconded the motion. Councilor Walker **MOVED** to **AMEND**

the resolution by solely supporting the Voting Works machine. Councilor Hamann seconded the motion.

Kelly Walters, City Clerk, requested to make two clarifications prior to the vote. Ms. Walters stated that it had been initially thought that the Clerk's office could program the machines themselves; however, this is only true for Municipal Elections. Secondly, by adopting this resolution this evening it would initiate the purchase contract to be signed with an acknowledgement that the funds would not be released until after July 1<sup>st</sup>.

Mayor Callaghan mentioned that Voting Works is an open source vendor.

Mayor Callaghan reported that any new machines cannot be used in the November election unless they have been first used in the September primary election.

Councilor de Geofroy stated that this amendment limits the City's options for future purchases to a sole vendor, Voting Works. Ms. Walters clarified that the other company, LHS, is not an option for the September election deadline.

City Manager Ambrose stated that a purchase and sales agreement must be signed in April, which is directly tied to a FY 25 CIP project, in order to receive the devices in time for the September election. She said this vote serves as a reminder that the CIP Project would need to be approved per the pending purchase and sales agreement.

Mayor Callaghan called for a vote on the motion to **AMEND** the resolution. The **MOTION CARRIED** by a unanimous voice vote. Mayor Callaghan called for a vote on the motion to adopt as amended. The **MOTION CARRIED** by a unanimous voice vote.

The amended resolution is as follows:

**Resolution Pursuant to RSA 656:40 Authorizing Use of Certain  
Ballot Counting Device**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY  
OF ROCHESTER, AS FOLLOWS:**

That the Mayor and City Council of the City of Rochester hereby

authorize the use of the VotingWorks VxSuite ballot counting devices for the counting of ballots in the City of Rochester.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such multi-year, non-lapsing accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

## **12. Consent Calendar**

No discussion.

## **13. New Business**

### **13.1. RSA 79-E Covenant Subordination Agreement with Profile Bank for 22 South Main Street *consideration for approval***

Mayor Callaghan stated that Profile Bank is requesting to be listed as the first lean position for restoration purposes on the above listed 79-E property. Mark Sullivan, Finance Director, stated that it is important to note that under the guidelines of 79-E projects, the City is always listed as the grantee and has the right to the first lean position on the casualty property/flood insurance should something go awry. He explained that in this case Mr. Vetter is still the grantor of 22 South Main Street; however, Profile Bank is requesting to take on the responsibility of being listed as the first lean position. Mr. Sullivan has reviewed the risk with the City Attorney and determined that there is no risk. The recommendation is to move forward with the subordination agreement with Profile Bank.

Councilor Walker **Moved** to **APPROVE** the resolution. Councilor Creteau seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

### **13.3. Unsealing of Non-Public Minutes *Motion to unseal the following:***

#### **13.3.1. November 8, 2023, RSA 91-A:3, II(d) Land**

Councilor Walker **Moved** to **UNSEAL** the meeting minutes as stated above. Councilor Hamann seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**13.3.2. January 16, 2024, RSA 91-A:3, II(d) Land**

Councilor Walker **MOVED** to **UNSEAL** the meeting minutes as stated above. Councilor Hamann seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**13.3.3. February 6, 2024, RSA 91-A:3, II(d) Land**

Councilor Walker **MOVED** to **UNSEAL** the meeting minutes as stated above. Councilor Hamann seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**13.3.4. March 5, 2024, RSA 91-A:3, II(d) Land**

Councilor Walker **MOVED** to **UNSEAL** the meeting minutes as stated above. Councilor Hamann seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

Councilor Walker requested that the City Attorney briefly state what the released meeting minutes pertain to. City Attorney O'Rourke stated that the first three sets of minutes pertained to a lease agreement relative to the Ben Franklin property. He said the last set of minutes involved the purchase of 16 Bridge Street.

**13.4. Resolution Authorizing Appropriations Related to Funding for Purchase of 16 Bridge Street *first reading and consideration for adoption***

Mayor Callaghan read the resolution by title only as follows:

**Resolution Authorizing Funding in the Amount of \$1.7 Million for the Purchase of 16 Bridge Street**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:**

That the Mayor and City Council of the City of Rochester hereby authorize the use of One Million Seven Hundred Thousand Dollars (\$1,700,000.00) for the purchase of 16 Bridge Street, Rochester, New Hampshire. The funding shall be derived as follows: Nine Hundred Fifty

Thousand Dollars (\$950,000.00) form the Economic Development Non-Capital Reserve Fund and Seven Hundred Fifty Thousand Dollars (\$750,000.00) of ARPA grant funds previously allocated and approved for affordable housing projects.

Further, the Mayor and City Council direct the Trustees of the Trust Funds to transfer the above-referenced Nine Hundred Fifty Thousand Dollars (\$950,000.00) to the custody of the Finance Director to carry out the purposes of this Resolution.

To the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to establish and/or designate such multi-year, non-lapsing accounts and or account numbers as are necessary to implement the transactions contemplated in this Resolution.

Councilor Hamann **MOVED** to **ADOPT** the resolution. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

**13.5. Resolution Authorizing Acceptance and Appropriation of American Rescue Plan Act Victim Services Grant Award for FY 2025 *first reading and consideration for adoption***

Mayor Callaghan read the resolution by title only as follows:

**RESOLUTION AUTHORIZING ACCEPTANCE AND APPROPRIATION OF AMERICAN RESCUE PLAN ACT VICTIM SERVICES GRANT AWARD FOR FY 2025**

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ROCHESTER, AS FOLLOWS:**

**WHEREAS**, that an American Rescue Plan Act Victim Services grant in the amount of Twenty-Five Thousand Eight Hundred and Thirty-Six Dollars (\$25,836.00) awarded to the City of Rochester's Legal Department is hereby accepted by the City of Rochester;

**WHEREAS**, the aforesaid grant requires a 20% cash match by the City of Rochester in the amount of Six Thousand Four Hundred Fifty Nine Dollars (\$6,459.00), by City of Rochester's Legal Department;

**FURTHER**, that the sum of Twenty-Five Thousand Eight Hundred and Thirty-Six Dollars (\$25,836.00) be, and hereby is, appropriated to a non-lapsing Special Revenue Fund to be created for the purpose of carrying out the purposes of the American Rescue Plan Act Victim Services grant;

**FURTHER**, that the transfer of Six Thousand Four Hundred Fifty Nine Dollars (\$6,459.00) from the FY 2025 Legal Department Operating Budget to the non-lapsing Special Revenue fund stipulated above is hereby authorized;

**FURTHER**, that the City Manager is authorized to enter into a grant agreement and any other contracts with the New Hampshire Department of Justice that are necessary to receive and administer the grant funds detailed above; and

**FURTHER**, to the extent not otherwise provided for in this Resolution, the Finance Director is hereby authorized to designate and/or establish such accounts and/or account numbers as necessary to implement the transactions contemplated by this Resolution.

Councilor Hamann **MOVED** to **ADOPT** the resolution. Councilor Walker seconded the motion. The **MOTION CARRIED** by a unanimous voice vote.

#### **14. Non-Meeting/Non-Public Session**

No discussion.

#### **15. Adjournment**

Mayor Callaghan Adjourned the Regular City Council meeting at 6:31 PM.

Respectfully submitted,

Kelly Walters, CMC  
City Clerk