

Human Affairs Committee - PUBLIC HEARINGS

Public hearings were conducted by the Human Affairs Committee on Tuesday, February 16, 2016, at 7:45 p.m. in the Aldermanic Chamber.

Alderman-at-Large Lori Wilshire, Chairman, presided.

Members of the Committee present: Alderman June M. Caron, Vice Chair
Alderman Tom Lopez
Alderman Don LeBrun
Alderswoman Mary Ann Melizzi-Golja

Members Not in Attendance: Alderman David Schoneman

Also in Attendance: Ms. Carrie Schena, Manager, Urban Programs

ELECTION OF COMMITTEE CLERK

MOTION BY ALDERMAN CARON TO NOMINATE ALDERWOMAN MELIZZI-GOLJA AS THE COMMITTEE CLERK FOR THE 2016-2017 TERM
MOTION CARRIED

MOTION BY ALDERMAN LOPEZ TO CLOSE THE NOMINATIONS
MOTION CARRIED

VOTE ON ALDERWOMAN MELIZZI-GOLJA AS COMMITTEE CLERK FOR THE 2016-2017 TERM
MOTION CARRIED

PUBLIC HEARINGS

DEVELOPMENT OF FY17 COMMUNITY DEVELOPMENT BLOCK GRANT/ HOME INVESTMENT PARTNERSHIP PLAN

(Comments on Past Performance and Identifying Future Needs for the
Fiscal Year 2017 CDBG & HOME Program Annual Action Plan)

TESTIMONY IN FAVOR

Mr. Dave Villiotti, Nashua Children's Home

I am the executive director at the Nashua Children's Home at 125 Amherst Street. I'd like to thank you all for your past support with the CDBG and for continuing our proposal this year which is for the renovation of the kitchen facility and equipment purchase at 125 Amherst Street. It's a kitchen facility that was installed in 1989 and hasn't had any improvements since. I'd like to talk about the value of the Nashua Children's Home to the City of Nashua both to the clients that we serve as well as the taxpayers of the city. When Nashua's youth need out of home placement and are placed through the courts to our state's Child Protective and Juvenile Justice Agency; when they are able to stay in Nashua at the Nashua Children's Home they are able to maintain membership in the families and remain in local schools and their home community which they would inevitably go back to once they leave residential placement. We work with as many as 46 youngsters at any one time; typically half of those kids are City of Nashua residents. When we do that there is also a significant savings that accrues in the city. When youngsters are placed by the court into residential care they are placed in facilities really without much influence from the school district. If Nashua's youth are placed outside of Nashua in

another residential facility or in another district the taxpayers of the city are on the hook for a formula where they pay up to 3 ½ times state average tuition. 3 ½ times state average tuition now exceeds \$40,000. If Nashua youths are placed say at the Spaulding Youth Center in Tilton, NH or at the Mt. Prospect Academy in Plymouth, NH rather than the Nashua Children's Home, and that happens without a lot of input from the school district, the taxpayers of this city need to pay up to \$40,000 for that placements educational costs. On the hand, if they are placed at the Nashua Children's Home they maintain their enrollment in our city's public schools at no additional cost. About ½ of our kids are City of Nashua kids and you take that times \$40,000 it doesn't take long to figure out that the very existence of the Nashua Children's Home results in the savings of hundreds of thousands of dollars on an annual basis to the taxpayers in this city. Once again I thank your support of our projects in the past and I am hopeful that you will give every consideration to this proposal. Thank you.

Mr. Shawn Nelson, Nashua Police Athletic League

I am the executive director of Nashua PAL. The project that our application is directed to is a roof on the PAL center on Ash Street. If you put a pin on the Ash Street center and draw a circle that is a half mile around the center, that's where 26% of the crime in Nashua occurs. Among that statistic there are a lot of great kids there every day. PAL in general serves over 2,000 youth in a year and about 400 – 500 will be through the doors of the Ash Street center. I didn't realize how bad the roof was until three years ago when somebody sent me a Google Maps picture that had a large puddle on the roof of our building. We lucked out and there was a drain that was filled but when we were doing that work we realized that the 30-year old roof needed to be replaced. We've been able to patch it for a number of years and we are now at a point where patching is not going to do it anymore. In addition to the work the new route is an access to that roof so we can maintain the roof properly. Right now the only way to get onto the roof of the PAL center is to either have a ladder that goes from the ground to the third story which is a very dangerous venture or some more creative folks have attached a ladder to the fire escape on the back of the building. We are surrounded with creative youth that are sometimes interested in getting onto the roof and we have determined that the only way to prevent that is to create an access panel that is only accessed from within the building. Our full project would be cutting a small hole in the building creating an access panel and replacing the roof. We look forward to hopefully your support for this project.

Ms. Maryse Wirbal, The Front Door Agency

I want to thank you all for your past support of our projects. This years' application that I've submitted is to replace our roof at our Vine Street transitional housing project. This transitional housing project serves single moms between the ages of 18 and 35 with young children who are motivated to make a permanent life change through education and becoming self-sufficient. We've had many families who have successfully finished our program and have become actual homeowners in the City of Nashua and contribute back to our city. We've had young women who are motivated through education to really get their education with an Associate's Degree and even a Bachelor's Degree. They have had continued success and breaking the cycle with their children. Our roof at Vine Street is over 30 years old. I feel like I've become an expert on replacing roofs lately because it's my third one in three years but I think it will be my last one for the next 30 years because all of our sites will now be up-to-date and safe and stable for our clients. The roof at Vine Street has been leaking. We have a flat area of the roof that after last winter has sustained a lot of damage. In addition to that we have some shingles that have ripped off and the plywood is now exposed and we have been trying to patch over the last 1 ½ years. Unfortunately last year I had to make a determination on which roof was more severe that need to be replaced and we just finished the replacement of our C Street site roof. The Front Door Agency actually owns five properties in the City of Nashua all dedicated to affordable housing for women with children. The women who live in our sites do not pay more than \$370.00 per month in rent. We give them the opportunity to go back to school and improve their life for the long-term. We can provide the support for up to two years in the program while they are out there achieving that. I want to thank you for your consideration this evening.

TESTIMONY IN OPPOSITION – There was no additional testimony.

TESTIMONY IN FAVOR – There was no additional testimony.

TESTIMONY IN OPPOSITION – There was no additional testimony.

HISTORICAL IMPACT ON PROPOSED DEMOLITION OF 42 CHESTNUT STREET

Alderman Wilshire

Ms. Schena, would you mind giving us an overview on this?

Ms. Carrie Schena, Manager, Urban Programs

This is a fairly complex process so I will try to make it as simple as possible. Basically any federal project that comes through our office has to go through a very specific review process, it's called the environmental review and part of that includes consulting with the state historic office and that's whether the property is in a defined historic district or not. We submit a description to the project to the state historic office which in New Hampshire is the Division of Historic Resources. We give them enough information for them, in consultation with us, make a determination of whether or not our project will have an adverse effect on historic properties or areas that are either formally identified or that could possibly exist. The rules applies to areas, and this is where it applies to this project, although they are not formally nominated to the state or national register of historic places, if it's in a district that could potentially be eligible then they would consider the effect of our project to that area. This particular property, 42 Chestnut Street, falls within an area known as the French Village District, we commonly refer it to the tree streets at a local level. This area has not been officially nominated and it does not appear on any state or national registers but there has been information that has been provided to the state historic office going back to the mid-80's and since that time there have been several consultants who have added to the area form so they are compiling information about the neighborhood. There's enough information there that they feel there is certainly a defined district whether or not it meets all of the criteria to be nominated remains unknown because it just hasn't had enough information surveyed yet. Knowing that with those files in place, part of the project that we discussed last year, it was funded in last years' resolution process, is to provide Home Funds which is for affordable housing which comes through this committee to Habitat for Humanity to both acquire and redevelop the property. What is involved in that is demolition of the existing structure because it's been determined that the building cannot be salvaged. Basically the state office replied to our determination that we did not feel there would be an adverse effect to that district to move the structure because the building itself isn't individually eligible to be listed because it doesn't meet enough of the criteria to be "special" on its own. They do feel that given the fact that it is an original structure it retains its original massing. It was originally a storefront and it still remains to be a commercial space on the first floor so they feel that there was enough integrity, although it's gone through some changes and iterations over the years with vinyl siding and vinyl windows and things like that but the key features they feel still exist and by removing that they feel that it would be an adverse effect to that French Village District. It does not mean that we cannot do the project. Under the federal regulations, which are why we even had to consult with them, it simply says that we have to mitigate any adverse effects. The point of the public hearing this evening is not so much to discuss whether or not we should do it because we actually did that process last year, it's more to discuss if there was any mitigation actions that the community might be interested in. As a follow-up to this they have also asked that we consult with the local Historic District Commission which we will do but we wanted to seek some public input prior to that. As part of the mitigation the state historic office has indicated that they would like us to hire a consultant to do a full history of the property and go back to its origins and document anything noteworthy and then take photographs to preserve the house on permanent record before it's demolished.

Chairman Wilshire

So they want us to hire and pay for this?

Ms. Schena

Yes, ma'am.

Chairman Wilshire

Okay.

TESTIMONY IN FAVOR

Mr. Bill Stoughton, Construction Volunteer for Habitat for Humanity

I currently serve as the Board president for Habitat for Humanity. I want to thank you for your support of our attempt to replace 42 Chestnut Street. Just to give you some context we just finished our project at 45 Chestnut Street and we think it's an improvement to the neighborhood. Just to tell you the effort that went into that, we had over 500 unique volunteers work on that house. They contributed over 10,000 hours and 1,000 of those hours were contributed by the family members who are now living in those two units. We also got over \$50,000 in donated materials and services. Habitat does its best work when we can work in a community and not as a single project. We very much would like to continue to work in the tree streets. The soup kitchen approached us about acquiring their former building which is right across the street. It is a difficult lot, it is narrow and has active driveways on each side but we have a plan to put a duplex that will fit on that lot. It's an over/under duplex so it will be a two-bedroom unit on the bottom and a two-bedroom unit on the top. We did look at renovating the existing structure and in the documented materials tonight you will see our reasoning as to why that was not feasible. A big part of it is because we are building residential space and we anticipate that there could be children in that space. The current structure has asbestos that has to be abated and it has lead paint and we felt removing that would just be cost prohibitive. Our plan, should everybody approve, would be to demolish the current structure. We are pleased that there is a workable path forward to satisfy any historic concerns. We would like to move forward as quickly as we can and we would like to solicit two families to live in there and continue working on the tree streets. I have a letter from Reverend Rick Rutter from the Southern New Hampshire Rescue Mission and it supports our efforts on 42 Chestnut Street and I'd like to have it added to the record. We appreciate your support of our work in this community.

Chairman Wilshire

I will read the letter from Reverend Rutter into the record.

Tuesday, February 16, 2016

From Reverend Rick Rutter, The Rescue Mission

The Southern New Hampshire Rescue Mission lends its support to the Nashua Soup Kitchen and the Habitat for Humanity for their proposed plans to demolish 42 Chestnut Street for the purpose of creating new single family dwellings. When weighing the historical impact against future sustainability a vacant building in need of major repair or restoration pales by comparison to the benefit of removing the existing structure. By encouraging and providing affordable home ownership options this move can be seen as a first step in the process of instilling pride and sustainability to this community, something that the Southern New Hampshire Rescue Mission strongly supports. We therefore stand with our friends and partner organizations as proposed. Thank you in advance for your consideration.

Mr. Shawn Nelson, 35 Sullivan Street

I think it's crazy that we have to hire a historian to take some pictures but it is what it is. I promised the folks at Habitat that I would write a letter of support on behalf of Nashua PAL, which I failed to do so I am entering it on record that Nashua PAL is 2,000% on board and is looking forward to this project moving forward. So on behalf of PAL, yes and on behalf of a community member, yes and I would guess if there were time to petition the neighborhood we could help do that and I think the neighbors would all give a high five for this project also. Thank you.

TESTIMONY IN OPPOSITION – There was no additional testimony.

TESTIMONY IN FAVOR - There was no additional testimony.

TESTIMONY IN OPPOSITION - There was no additional testimony.

The public hearing was declared closed at 8:05 p.m.

Alderman Mary Ann Melizzi-Golja
Committee Clerk



Tuesday, February 16, 2016

City of Nashua
Board of Alderman
Human Affairs Committee

Greetings,

The Southern New Hampshire Rescue Mission lends its support to the Nashua Soup Kitchen and Shelter and Habitat for Humanity in their proposed plans to demolish 42 Chestnut St for the purpose of creating new single family dwellings.

When weighing the historical impact against future sustainability a vacant building in need of major repair or restoration pales by comparison to the benefit of removing the existing structure. By encouraging and providing affordable homeownership options, this move can be seen as a first step in the process of instilling pride and sustainability to this community – something that the Southern New Hampshire Rescue Mission strongly supports.

We therefore stand with our friends and partner organizations as proposed.

Thank you in advance for your consideration.

Graciously,

A handwritten signature in black ink, appearing to read "Rick Rutter".

Rev. Rick Rutter
Executive Director/Pastor
SNHRM

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HUMAN AFFAIRS COMMITTEE

FEBRUARY 16, 2016

A meeting of the Human Affairs Committee was held Tuesday, February 16, 2015, at 8:05 p.m. in the Aldermanic Chamber.

Alderman-at-Large Lori Wilshire, Chairman, presided.

Members of the Committee present: Alderman June M. Caron, Vice Chair
Alderman Tom Lopez
Alderman Don LeBrun
Alderman Mary Ann Melizzi-Golja

Also in Attendance: Alderman David Schoneman
Ms. Carrie Schena, Manager, Urban Programs

PUBLIC COMMENT – None

COMMUNICATIONS

From: Carrie Schena, Manager, Urban Programs Department
Re: Public Hearing: Historical Impact of Proposed Demolition of 42 Chestnut Street

**MOTION BY ALDERWOMAN MELIZZI-GOLJA TO ACCEPT AND PLACE ON FILE
MOTION CARRIED**

Alderman Lopez

Can we make a motion to accept all of the motions by Ms. Schena?

Chairman Wilshire

We could but if someone wanted to discuss one of them I would rather take them up individually.

From: Carrie Schena, Manager, Urban Programs Department
Re: CDBG & HOME Open Activities Update

MOTION BY ALDERWOMAN MELIZZI-GOLJA TO ACCEPT AND PLACE ON FILE

ON THE QUESTION

Alderman Melizzi-Golja

In reviewing this it all makes sense. I'm looking at the dates for when some of the bids are going out. I noticed the Boys and Girls Club and Bridges, the bids are going out. Is there anything that you think we should be aware of or concerned about in terms of things coming in over budget?

Ms. Schena

I guess on the Boys and Girls Club we've had some conversations with the executive director there that the way that they want to install the outdoor pavilion, they would like to have it be set on a concrete pad which I don't think was the original understanding. I don't think it was discussed very well when we did the site visits last year. I think we were internally envisioning something like a deck or having post and beams set on footings,

however the Boys and Girls Club would really like it to have that nice flat concrete surface which cost wise is much higher than what they were allocated. We are going to put it out to bid with an alternate to do it both ways and the director there has indicated that depending on how the bids come back in, if the CDBG funds can cover the majority of the cost for installing a concrete pad. I guess it's similar to doing a foundation. You have to excavate down to a certain depth and put in a retaining wall, back fill it and then the concrete pad goes on the top. It's not a simple task but he indicated that perhaps the CDBG funds could pay for that portion in purchasing the pavilion kit and then he would be able to assemble volunteers to install and assemble the actual pavilion kit using volunteers that have the appropriate licensing and trades professions. It won't be something that they would be looking for additional funding for to complete the project.

Alderwoman Melizzi-Golja

The Bridges kitchen, there are no concerns about that?

Ms. Schena

No, it's fairly similar to a project that we did for them about one year ago and that was on budget.

MOTION CARRIED

From: Carrie Schena, Manager, Urban Programs Department
Re: Development FY2017 Annual Action Plan (CDBG & HOME Programs)

MOTION BY ALDERWOMAN MELIZZI-GOLJA TO ACCEPT AND PLACE ON FILE

ON THE QUESTION

Alderman Schoneman

I just read it real quickly and it says it's expected to be 7% lower than last year; the CDBG grants. What was last years' number?

Ms. Schena

That was the initial projection but the allocations were just announced this afternoon and our CDBG grant came in at 2% higher this year. The budget that was submitted was 7% lower at a national level but there are certain factors that will affect what your community's allocation is and thankfully we got a very small increase this year.

Chairman Wilshire

Can you tell us what that amount is?

Ms. Schena

This years' allocation \$611,629 and the home allocation is \$289,197, which is 11% higher than last year.

MOTION CARRIED

UNFINISHED BUSINESS – None

NEW BUSINESS – RESOLUTIONS

R-16-005

Endorsers: Mayor Jim Donchess
Alderman-at-Large Lori Wilshire
Alderman Mary Ann Melizzi-Golja
Alderman June M. Caron
Alderman Benjamin M. Clemons
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman Tom Lopez

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF \$25,000 FROM THE STATE OF NEW HAMPSHIRE, DEPARTMENT OF SAFETY "STATE HOMELAND SECURITY GRANT PROGRAM" INTO EMERGENCY MANAGEMENT GRANT ACTIVITY "2015 HOMELAND SECURITY GRANT PROGRAM"

**MOTION BY ALDERWOMAN MELIZZI-GOLJA TO RECOMMEND FINAL PASSAGE
MOTION CARRIED**

R-16-007

Endorsers: Mayor Jim Donchess
Alderman-at-Large Lori Wilshire
Alderman June M. Caron
Alderman Mary Ann Melizzi-Golja
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman Tom Lopez

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF \$40,000 FROM THE STATE OF NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES INTO PUBLIC HEALTH AND COMMUNITY SERVICES GRANT ACTIVITY "FY2016 AND FY2017 CLIMATE AND HEALTH ADAPTATION PLAN (CHAP)"

**MOTION BY ALDERWOMAN MELIZZI-GOLJA TO RECOMMEND FINAL PASSAGE
MOTION CARRIED**

NEW BUSINESS - ORDINANCES - None

GENERAL DISCUSSION

Alderman LeBrun

I wanted to ask Mr. Villiotti a question.

Chairman Wilshire

He's not here any longer, I'm sorry about that.

Alderman LeBrun

Is Mr. Stoughton still here?

Chairman Wilshire

Yes.

Alderman LeBrun

You had mentioned that the families that the children who are kept here in Nashua and those that are outside Nashua; can you give me some numbers on those?

Chairman Wilshire

That was Mr. Villiotti; Mr. Stoughton is from Habitat for Humanity.

Alderman Schoneman

I'm a little curious about the process for the CDBG. I know this is a public hearing tonight and I see the memo. Are these requested amounts recommended or what is the next step.

Chairman Wilshire

The next step is that we are going to set up site visits. The committee will go and look at the different applications and the sites for the proposed funding. It'll be posted as a meeting so you will see that on your log and then after that we have a schedule of events. The site visits are to be determined. At our next meeting on March 14th we will put together our recommended funding plan; a draft at least. That's the point where we might invite the applicants to come back and talk about what we might be interested in funding.

Alderman Schoneman

So at this stage there is \$160,521 requested out of a potential fund of \$611,000?

Chairman Wilshire

Correct.

Alderman Schoneman

I'm from Ward 3 and the Tolle Street Mission is located in Ward 3. They weren't here tonight but I called them on the phone and left a message. While I am here, even though they are not here I wanted to speak on their behalf. I've done a little bit of volunteering work for them and their mission is primarily food distribution to people that need it. They do it weekly/monthly based on needs expressed to them from people who say they are hungry or need food. They also do distribution at Christmas and Thanksgiving and that's where I've helped. I can say without knowing the numbers that they move a lot of food. They have two warehouses and they had to move because the rent was too high. This is food that they get donations for, they buy if they have to and then they distribute it to the people who are in need. I think that's a very worthy thing to do and I don't think anyone would disagree with that and I don't know how you make your decisions on who gets what but I can tell you that their space is very limited, they are renting two off-site storage spaces. They have some storage in their building on Tolles Street but it's pretty limited. They cycle food out of the storerooms that they rent to distribute. They are primarily food distribution but secondarily they are a faith based organization and I think they try to satisfy and meet some of the broader needs of people that come in for food might have. That could be spiritual, it could be family counseling and I don't know if they are professional councilors or not but they are there to provide whatever help and encouragement they can. Some of the people that I was helping distributing the food had been recipients of the food in the past. As we move forward I would like to join you on the tour and I do want to advocate for them as it's a vital service on French Hill. Its right across the street from a new agency called Teen Challenge which provides rehab and drug counseling and gives young men suffering from addiction who are really at the end of the line to find a new way. These two agencies are not linked but they work together and I think Tolles Street is part of that community just as much as Teen Challenge is part of that community. That area, like the tree streets and every part of the city where there is

need does need to be lifted up in some way and these folks are helping to do that. They need funds to improve the delivery of that service. There's no place to sit down for any kind of counseling, it's just a pantry. It sounds like they would like to do a restroom renovation and maybe a little bit more of a private setting to provide the counseling. I hope they come in the future to answer some questions. I look forward to the tour and I would respectfully ask the folks here to please consider supporting them when they come up for it.

Alderman LeBrun

I have a question for Mr. Stoughton. Having not been here last session I am not totally familiar with some of these projects. You had mentioned that 42 Chestnut Street, that it would not be cost effective in order to remove the asbestos.

Mr. Stoughton

To do a renovation.

Alderman LeBrun

However, you would still have to remove the renovation before raising it, is that correct?

Mr. Stoughton

That's absolutely correct. The quotes that we have provided include the asbestos abatement prior to the demolition. We will get the asbestos out of there one way or the other and we will get the lead paint out of there on way or the other as well. The difficulty is the extra cost is if you try to get the asbestos and the lead paint out while preserving structure if you then want to renovate into decent residential space. That just wasn't feasible so we will get it all out of there; tear down the building, put in a brand new foundation, a new construction duplex there.

Alderman LeBrun

Am I correct that this was previously the soup kitchen?

Mr. Stoughton

That's correct.

Alderman Caron

I just wanted to say that Review & Comment Commission and their volunteers will be meeting tomorrow. The Mayor will be kicking off the event and the groups will get together and receive their agency folders. We are looking forward to getting started with that starting the 29th of February. Now that there's been a change for the third time on funding the Mayor's office said that they would be working with Carrie to get us the final numbers that we can utilize for the projects. I want to thank the 35 people who have volunteered to be part of this process for this year.

Alderwoman Melizzi-Golja

Carrie, what is the new number for Review & Comment? How much did it go up or down?

Ms. Schena

The Mayor issued a memo last week indicating how much he expects to set aside out of the general fund and so the new number would be the CDBG portion which this committee typically discusses at tonight's meeting. Up to 15% of the annual grant can be set aside for activities that are covered by the Review & Comment.

Chairman Wilshire

As Carrie said, there is a portion of up to 15% of the Community Development Block Grant allocation, which is \$611,629 this year; this committee can vote on an amount up to 15% of that to go towards operating costs for non-profits. That money goes to the Review & Comment Commission as well as the money the Mayor puts in his budget for Review & Comment so those two pots of money come together and they go under the Review & Comment process. That said I would like to talk about how we feel about voting on that amount. All I can say is that typically in the past we have given the full 15% because the need is there. The requests for bricks and mortar projects are down so operating expenses could go up to the full 15% if that is the committee's desire.

Alderman Lopez

Operating expenses in terms of under the Tolles Street Mission for example, operating expenses could go towards something like development or resource generating, in that correct? So if they need a grant writer or...

Chairman Wilshire

Well, it's funny because there's part of...the 15% that we allocate out of CDBG has much tighter strings on it. The Review & Comment money that the Mayor puts directly in his budget doesn't have the same feral strings as CDBG so typically when the two pots of money are meshed to make up that Review & Comment process there is a delineation of which organizations, after it has been decided, who those organizations are that can jump through those hoops of the federal strings for reporting and such. It is a bit complicated but Carrie is really good at it. I'm not saying the CDBG portion can be used for what you are asking but certainly the Review & Comment...

Alderman Lopez

Can operating grants be part of the Review & Comment and can that be used for encouraging an organization's sustainability?

Alderman Caron

I am going to use an example because in Review & Comment several years ago they provided "X" amount of money to the Nashua Senior Center for them to bring in a grant writer but the condition was that it was for one year and that they had to show that they could sustain that position because the volunteers felt that the Review & Comment should not be paying for positions on a continuing basis. I think the Tolles Street Mission had gotten money at one time to fund for a part-time bookkeeper. The volunteers for the Review & Comment as a whole feel that their willing to help you to get that position but they don't feel that they should sustain it on a continuous basis. The Senior Center still has their grant writer but they provide for that position now and they don't put in for money for any of those positions.

Chairman Wilshire

That's kind of philosophical because it depends on who is doling out the money. It can change with the group of volunteers. I think the purpose of having so many volunteers is to get a good cross section of the community of taxpayers who say "well, I don't want my tax dollars going to that project or jeez I really want my

tax dollars being spent at this organization because they x, y and z.

Alderman Caron

I think too that the five commissioners who are there on a more of a constant basis have come to agree on some of these things and they feed it down to the volunteers as a whole. In the last two years they have really brought things in and making agencies more accountable for their applications. We are really happy to have Carrie and her group overseeing this for the committee because it's very transitional in the Mayor's office. I think we are going to have a meeting with her to roll out some of the other ideas and New Hampshire projects. Every group has different ideas as to what agencies but they have really come together to ask the same questions and what to look for in these applications.

Chairman Wilshire

That part of the process is good in that they aren't comparing apples and oranges when it comes to what kinds of questions they are asking the agencies.

Alderwoman Melizzi-Golja

I would just say not to make it sound like every group of commissioners can just change the flavor of it. At the end of the day there still are those restrictions of the five-year plan. It's fluidity within the structure of that five-year plan.

Chairman Wilshire

The five-year plan that she is referencing is the consolidated plan that has been adopted by this committee and the Board of Aldermen. It's kind of a road map for CDBG for the next five years. I think there was a new consolidated plan submitted to HUD and that's really the road map for CDBG funding. It can fall into any of the five categories that the city has identified as a need like horrible housing, healthcare, youth, elderly and I'm sure there is one I am missing. If it falls way outside of the parameters of the five-year plan chances are that it is not going to be viewed as favorable.

Alderman Lopez

From what you describe it doesn't fall out of the plan, I'm just asking if organizations can use it to build their own sustainable capacity. Can we take money that we would spend on helping an organization fix a roof when in ten years they may need to ask us again and instead help them build the resources they need to generate their own funding? It sounds like it's been done for the Senior Center at least.

Ms. Schena

That would be eligible. Under the 15% that is allocated out of the CDBG Grant it can almost cover most operating costs outside of religious activities. After Review & Comment has made their recommendations we look at the list of applicants and determine which of those agencies are providing services for which their clients are eligible. There has to be a benefit to low to moderate income people under the CDBG program which is a little bit different than Review & Comment, although it is similar. The documentation for the CDBG is much higher and for those agencies...so when Review & Comment is making their recommendation they don't make the distinction between this one should get CDBG and this one should get just the general fund. They are just allocating out the total pot of money so then Urban Programs looks at it on the back side and determines which agencies are eligible and have asked for eligible activities. Certainly a sustainable position or a grant planner or a business manager, anything like that would be eligible so long as the agency was eligible. Part of that eligibility is that they have to have the capacity to give us the reports that are required by the federal government. We have to be able to document the clients that are being served. We had an

instance with the Senior Center last year where they were interested in applying for funds but the way that they tracked their membership. They weren't going to be able to provide income verification to show that the majority of their memberships were low to moderate income people so they weren't eligible for CDBG. There is a longstanding history of non-profits in the community and we know who they are and we can usually pretty easily identify which agencies would be eligibility. We try, although they might agree but we try to pick the agencies that would have the least amount of burden for them to be reporting. Often times if they have come through and applied for a physical project they are going to have to report to us anyway and we try to line up the operating grants in that case so they can just report the one time.

Alderman Lopez

Would the operating funds be something, for example, if a smaller organization couldn't afford to participate in the HMIS system? To support doing that as a pilot project so that they could then generate the data that you were looking for and use that also for additional grants.

Chairman Wilshire

For the record HMIS is the Homeless Management Information Systems.

Alderman Lopez

Is that an application that would be fair game?

Ms. Schena

It could be but I think we'd have to step into it pretty carefully because we would have to ensure that we can get the records on the back side of it. We have the burden of showing HUD that there is a benefit to low to moderate income individuals. Homeless is actually a separate criteria where there is different documentation. It would actually probably work in that instance but we would have to look at it very carefully. Also there are a lot of times there is opportunity to just use the general fund dollar without the restrictions of having to provide the actual documentation of income. We might say let them go under that funding umbrella so that they can gain the capacity and then in a future year they can pull out that information if they ever wanted CDBG funds. Strategically I think that would be better.

Chairman Wilshire

I guess the question before the committee is would we like to take a vote on the amount up to 15% of the block grant to go towards operating costs for non-profits. 15% of the grant would be \$91,744.

MOTION BY ALDERMAN CARON THAT 15% (\$91,744) BE PROVIDED TO THE REVIEW AND COMMENT COMMISSION OUT OF THE COMMUNITY DEVELOPMENT BLOCK GRANT

ON THE QUESTION

Alderman Caron

One of the reasons is that we have an agency that was instructed this year that they had to apply through Review & Comment for their funding where in previous years it's been an automatic amount of money that's been given to them directly as part of a line item. It really is a large amount which impacts the numbers for the Review & Comment and for the 29 or 30 agencies we have to work with this year. They don't all get 100% funded, they usually get about half so I think it's important that if we can get that money it would really help.

Chairman Wilshire

It's possible that I could have a conversation with the Mayor about that funding that was outside of the process. It has been in the budget so maybe he can...

Alderman Caron

He added to it which helps.

MOTION CARRIED

Chairman Wilshire

I am excited for the site visits. I am not available next week but the following week I am. We are going to need to do it before our next meeting which is March 14th. It only takes a couple of hours and we won't be climbing up onto any roofs. I am available for a couple of hours during the workday. Is there anyone that has restrictions on days and times?

Alderman Lopez

March 4th through 12th I am in Honduras.

Alderwoman Melizzi-Golja

The 1st, 2nd and 3rd I really can't be back here until 3:30 p.m. but on Monday, February 29th I could be down here by 1:00 p.m.

Alderman LeBrun

Monday, February 29th at 1:00 p.m. is good for me.

Chairman Wilshire

Okay, let's shoot for that.

Ms. Schena

That works well for our office as well. One of the things that I've been over the years is you fund the projects but you don't necessarily get to see them finished and if time allowed maybe we could see a couple of projects that have been completed recently. We recently completed handicapped accessibility over at the Police Athletic League.

Chairman Wilshire

What about the money we gave towards the home funds?

Ms. Schena

That's true but there are families occupying the property now so it's a little bit different.

Inaudible discussion from an individual in seated in the audience.

Chairman Wilshire

I don't know how Shawn or Maurice feel about us not taking an actual look at the project because it's on the roof. We will look at the new handicapped accessibility project at PAL. We'll shoot for the 29th from 1:00 p.m. to maybe 5:00 p.m.

REMARKS BY THE ALDERMEN

Alderwoman Melizzi-Golja

I was looking at the playground information that we got from Girls, Inc. and they sent information about materials and product choices. Do we have any plan in terms of the actual layout and what they are looking at? My request is that if they have a design available that it be provided to the committee prior to our tour.

Ms. Schena

It was not submitted with their application so I will send that request.

Alderwoman Melizzi-Golja

I am thinking that they must have something in mind in terms of looking at certain pieces of equipment and the sizes of those pieces. Something that had landscaping and other features on it would be great.

Chairman Wilshire

We looked at this project a few years back.

Ms. Schena

I think it was about three years ago.

Alderman Lopez

I am particularly in favor of any programming which helps expand the capacity of any non-profit organization so they can be self-sustaining. I definitely suggest that Review & Comment consider that in making recommendations but also anything that brings in federal money and anything that helps an organization apply for federal funds to improve our local and return on investment is a good use of city money because it helps build a more sustainable financial base for organizations that are doing a lot of good in the community.

Alderman LeBrun

The playground you mentioned, is that the somewhat controversial playground that people were discussing?

Chairman Wilshire

No, it's completely different.

PUBLIC COMMENT - None

POSSIBLE NON-PUBLIC SESSION - None

ADJOURNMENT

**MOTION BY ALDERMAN MELIZZI-GOLJA TO ADJOURN
MOTION CARRIED**

The meeting was declared adjourned at 8:50 p.m.

Alderwoman Mary Ann Melizzi-Golja
Committee Clerk

transformis



City of Nashua
Community Development Division
City Hall, 229 Main Street, PO Box 2019
Nashua, New Hampshire 03061-2019

Community Development 589-3095
Planning and Zoning 589-3090
Building Safety 589-3080
Code Enforcement 589-3100
Urban Programs 589-3085
Economic Development 589-3070
Conservation Commission 589-3105
FAX 589-3398
www.gonashua.com

Memo

To: Human Affairs Committee
From: Carrie Schena, UPD Manager
Date: February 4, 2016
Re: CDBG & HOME open activities update

Please find below attached the current status of open and recently completed CDBG and HOME activities.

CDBG Activity Status, as of 02/03/2016

Year	Activity Description	Original Budget	Balance	Notes
FY11		\$15,000	\$4,742	
FY14	Rail Trail Lighting	\$50,000	\$4,187	Total balance \$8,929; City looking into cost of hardwiring and other options to improve functionality
Private		\$15,500	\$0	
FY11	Best Retail Practices-Façade	\$18,000	\$421	Façade improvement at Fody's Tavern underway. Installation of marquee expected in March. Balance avail to reprogram.
FY14	Neighborhood Impact	\$10,000	\$7,500	Funds to be applied to neighborhood projects benefitting low-moderate income residents.
FY15	Bridges - Shelter impvt's	\$12,127	\$2,527	Project completed under budget in summer 2015. <u>Balance avail to reprogram.</u>
FY15	Children's Home - flooring	\$29,602	\$292.60	Project completed under budget in summer 2015. <u>Balance avail to reprogram.</u>
FY15	PAL - ADA ramp/bulkhead	\$18,500 \$7,830	\$0	Bids received 2/12/15. Cost of work approx. \$10,000 over funded amount. PAL working to identify gap funding. Project will begin when weather improves/funding in place.
FY15	City of Nashua - crosswalks	\$120,000	\$35,118	Work completed; awaiting paperwork to release final payment.
FY16	Boys & Girls Club - outdoor pavillion, Kids Club area modification, fencing	\$58,657	\$58,657	Going out to bid February 18, 2016 - <i>went Pavilion on concrete pad of over - BG Club will provide the rest</i>
FY16	Bridges - Kitchen renovation	\$30,000	\$30,000	Going out to bid February 18, 2016
FY16	Front Door Agency - Roof	\$10,000	\$0	Project underway; total cost \$22,000 including an additional \$4,000 for rotted underlayment; Agency contributed \$10,200, Contingency covering \$2,000 of the additional cost.
FY16	Girls Incorporated - Facility reno/expansion	\$97,000	\$97,000	Working with Girls Inc to identify eligible project costs, renovation on schedule
FY16	Nashua Children's Home - Roofs	\$45,000	\$20,075	Project completed under budget. Balance avail to reprogram.
FY16	Housing Improvement Program	\$75,000	\$40,291	Applications ongoing. Balance reflects \$35,160 of program income received to date this FY.
FY15	Centennial Pool Improvements	\$40,000	\$5,818	Project started before winter season, to be completed in spring.
FY16		\$35,000	\$35,000	
FY15	Labine Park Improvements	\$25,000	\$25,000	Project was bid in October 2015; bids too high. Going back out in the spring.
FY16		\$25,952	\$25,952	
FY16	Court Street or Railroad Sq	\$14,949	\$14,949	Exterior concrete work at Court St or sidewalk improvements at RR Square

HOME Funds Status

Year	Activity Description	Original Budget	Balance	Notes
FY12	45-47 Chestnut Street	\$325,800	\$2,083	Project is complete, final payment pending; ownership was conveyed to two low-income families in November
FY12 FY13 FY14	Homebuyer Assistance Program	\$165,000 (\$55K/yr)	\$165,000	Entered into contract on 8/28/2014 with Neighborworks of Southern NH to operate this program. We have been unable to locate lenders willing to accept the HOME lien. Working with HUD, FHA and NWSNH to modify either the lien or the program structure.
FY14 FY15	Homebuyer Assistance Program - unallocated	\$110,000	\$110,000	See above note, funds have not been added to NWSNH contract due to difficulties implementing the program.
FY15	CHDO Operating - NWSNH	\$24,955	\$12,178	Two-year agreement; funds cover operating costs related to identifying a CHDO eligible affordable housing project.
FY16	Salmon Brook Senior Housing	\$558,000	\$55,800.00	Project is underway and ahead of schedule with an estimated completion date in May 2016. Balance reflects 10% retainage.
FY16	Habitat for Humanity - 42 Chestnut	\$108,759.46	\$108,759.46	Working through the environmental review process, including mitigating a historic "adverse effect"