

Coös County Commissioners  
Special Meeting  
North Country Resource Center - Lancaster, NH  
January 8, 2014

Present: Commissioners Tom Brady, Paul Grenier and Rick Samson; County Administrator Jennifer Fish; Administrative Assistant Linda Harris; Donna Lane, CDBG Consultant; Kevin Lacasse, New England Family Housing; and members of the press.

Commissioner Brady welcomed everyone and opened the public hearing for the CDBG Application for the Renovation of the Bartlett School in Berlin, NH for Affordable Housing at 9:05 a.m. Donna Lane read the CDBG guidelines. Informational packets were provided. The following was read into the record.

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a competitive basis for public facility and housing projects, up to \$500,000 for economic development projects and up to \$500,000 for emergency activities. All projects must directly benefit low and moderate income persons. Up to \$12,000 per study is available for Planning Grants.

The purpose of this Community Development Block Grant funding request is a proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant funds. Of the funds, \$475,000 will be sub granted to TKB Properties, LLC to renovate the Bartlett School, 56 Mount Forist Street, Berlin into approximately 14 units of affordable housing. Upon renovation, the units will remain affordable for a minimum of 20 years. The remaining \$25,000 will be retained for the County's administrative expenses.

This project conforms with Coös County's Housing and Community Development Plan's Goal of: Encourage a varied stock of safe, sanitary, decent, attractive and affordable housing for persons of all ages and income groups, with a focus on the elderly and physically and emotionally challenged population. (Short-term and Long-term goal)

Commissioner Brady asked for public comments.

Kevin Lacasse provided a brief summary of the project and architectural drawings of the building.

Commissioner Brady closed the public hearing.

Commissioner Brady opened the public hearing to discuss the updated Housing and Community Development Plan. Donna explained that there were no changes to the Housing and Community Development Plan which was updated in 2010. The plan needs to be re-adopted every three years. Commissioner Brady asked for public comment. There were no comments. Commissioner Brady closed the public hearing.

Commissioner Brady opened the public hearing to review the Residential Anti-displacement and Relocation Assistance Plan. Donna explained that although this project does not involve any displacement or relocation of persons (or businesses), if the County were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

Commissioner Brady asked for public comment and there was none. Commissioner Brady closed the public hearing.

Commissioner Brady opened the public hearing to discuss the progress of the current CDBG project, the Brookside Apartments Energy and Weatherization Improvement Project. The 120 units of affordable housing are located at 155 Maynesboro Street in Berlin. The Community Action Weatherization portion of the project has been completed. The CDBG financed energy improvements for the 120 units of affordable housing should occur in the Spring of 2014.

Commissioner Brady asked for public comment and there was none. Commissioner Brady closed the public hearing.

Commissioner Brady called the meeting to order at 9:25 a.m.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson, to adopt the Coös County Housing and Community Development Plan. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson, to re-adopt the Residential Anti-displacement and Relocation Assistance Plan for Coös County. All approved 3-0

A motion was made by Commissioner Grenier, seconded by Commissioner Samson, to approve the submittal of the application and vote to authorize the Chairman, Thomas M. Brady, to sign and submit the application and upon approval of the CDBG application, authorize the Chairman, Thomas M. Brady, to execute any documents which may be necessary to effectuate the CDBG contract. All approved 3-0.

Commissioner Brady signed all necessary documents.

The Board discussed with Ms. Lane the possibility of the county applying for CDBG funds for repairs to the current water system. Commissioner Grenier explained that the Water Systems Operator is currently evaluating the system as new issues have developed over the past six weeks. Ms. Lane explained that if these are new issues the County could apply for an emergency CDBG. There are no deadlines for emergency CDBG applications but the money is awarded on a first come basis. Ms. Lane explained that in order to complete the application the County will need an estimated cost for the project and identify the source for the matching funds.

Larry Barker of the UNH/Cooperative Extension introduced Ken LaValley, Assistant Director, who will be working more with Coös County.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjourn the meeting at 9:43 a.m. All approved 3-0.

Respectfully submitted,

Rick Samson, Clerk