



LACONIA CITY COUNCIL
SPECIAL MEETING
JULY 21, 2011
CITY HALL – CONFERENCE ROOM 200A
7:30 P.M.

CALL TO ORDER:

Mayor Seymour called the meeting to order at the above date and time.

ATTENDANCE:

The following Councilors were in attendance: Councilor Doyle, Lipman, Baer, Hamel and Bolduc. Also in attendance City Manager Scott Myers, Acting Finance Director Donna Woodaman, Christine Santaniello from Lakes Region Community Services and Grant Administrator Donna Lane.

Mayor Seymour explained that there will be three separate public hearings this evening to allow for comment regarding the proposed application for Community Development Block Grant funds, the Housing and Community Development Plan, and the Residential and Antidisplacement and Relocation Assistance Plan. Mayor Seymour asked for any Council comments before opening the Public Hearings.

City Manager Myers acknowledged that there were some concerns with how this process would affect the pending budget; City Manager Myers explained that because the amount of funding, if any, is unknown at this time it was not calculated into the existing budget plan. Councilor Lipman asked how the acceptance of these funds would affect the Tax Cap calculation. City Manager Myers explained that this is non- property tax revenue and will have no impact. Councilor Lipman clarified that although this was not in the first reading of the Budget Resolutions that the process is still acceptable; City Manager Myers concurred.

PUBLIC HEARING FOR THE APPLICATION OF COMMUNITY BLOCK GRANT FUNDS

Mayor Seymour opened the public hearing at 7:35 p.m. Notice of this public hearing appeared in the Laconia Daily Sun on July 9, 2011 and was also posted at City Hall, Laconia Public Library, Laconia Community Center and the Laconia Post Office. Mayor Seymour reviewed the applicable information regarding this hearing as follows:

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 economic development, up to \$500,000 in public facility and housing projects, and up to \$500,000 for emergency activities. Up to \$12,000 is available for feasibility study grants. All projects must directly benefit a majority of low and moderate income persons.

This project is a proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant funds. The CDBG funds will be used towards the renovation of the Federal Building located at 719 North Main Street, Laconia, NH to house Lakes Region Community Services. The City will retain \$25,000 for administrative expenses. The majority of the individuals served by Lakes Region Community Services are of low and moderate income.

This project conforms with Laconia's Housing and Community Development Plan's Goal of: Provide facilities and services that meet the needs of the City's population. There is a need to balance the services provided to the citizens of Laconia with the associated costs.

Councilor Baer asked if any housing is planned for the location. Ms. Lane stated there is not.

Councilor Hamel asked what the funds will be used for. Ms. Lane advised that the funds will be used for energy efficiency upgrades and enhanced accessibility,

Councilor Hamel asked what the \$25,000 administration fee is used for. Ms. Lane explained that this is for costs incurred in the administration of the grant, such as audits.

Councilor Lipman asked if less than \$25,000 is used does the remainder get returned. Ms. Lane stated it does.

Councilor Lipman asked if hours of work on behalf of City employees may be billed against the administration costs. Ms. Lane advised that they can as long as a time sheet is provided.

Mayor Seymour asked for any member of the public wishing to comment to come forward at this time.

With no members of the public wishing to comment, Mayor Seymour closed the public hearing at 7:41 p.m.

PUBLIC HEARING REGARDING THE HOUSING AND COMMUNITY DEVELOPMENT PLAN

Mayor Seymour opened the public hearing at 7:41 p.m. Notice of this public hearing appeared in the Laconia Daily Sun on July 9, 2011 and was also posted at City Hall, Laconia Public Library, Laconia Community Center and the Laconia Post Office. Mayor Seymour reviewed the applicable information regarding this hearing as follows:

Discuss the Housing and Community Development Plan which was adopted by the Planning Board in 2007 as a chapter in the Master Plan. It will need to be adopted by the Council as well as a standalone document. The proposed amendment designates each goal in the Housing and Community Development Plan as both a short-term and long-term goal. In addition the two new statements required to be in the HCDP by CDFA are included in the amendment:

These goals are consistent with Laconia's Master Plan and Ordinances.

Any federal CDBG grant funds awarded to address any of these goals shall be expended consistent with national objectives and shall, at a minimum, provide improved housing in accordance with Section 8 standards, be used for public facility projects, employment opportunities, or feasibility studies. All CDBG funded projects, shall primarily benefit low and moderate income persons or households, and shall not benefit moderate income persons to the exclusion of low income persons.

Mayor Seymour asked for any members of the public wishing to comment to come forward at this time.

With no members of the public wishing to comment, Mayor Seymour closed the public hearing at 7:44 p.m.

PUBLIC HEARING REGARDING RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Mayor Seymour opened the public hearing at 7:44 p.m. Notice of this public hearing appeared in the Laconia Daily Sun on July 9, 2011 and was also posted at City Hall, Laconia Public Library, Laconia Community Center and the Laconia Post Office. Mayor Seymour reviewed the applicable information regarding this hearing as follows:

Residential Antidisplacement and Relocation Assistance Plan. This project does not anticipate any displacement or relocation, the last federal agency in the building is expected to leave before construction. This plan outlines the measures they would take to find comparable, suitable housing if a person (or businesses) was displaced or relocated.

Councilor asked if there was any business in the building that would need to be relocated. Ms. Santaniello explained that the Internal Revenue Service has five employees using the building and they would be relocating to another location

within the City before LRCS begins work.

Mayor Seymour asked for any members of the public wishing to comment to come forward at this time.

With no members of the public wishing to comment, Mayor Seymour closed the public hearing at 7:46 p.m.

ACTION ITEMS

Councilor Lipman moved to adopt the Housing and Community Development Plan and the Amendment. Seconded by Councilor Baer. **Motion passed unanimously.**

Council Lipman moved to adopt the Residential Antidisplacement and Relocation Assistance Plan. Seconded by Councilor Hamel. **Motion passed unanimously.**

Councilor Lipman moved to approve the submittal of the application and authorize the City Manager to sign and submit the application, and upon approval of the CDBG application, authorize the City Manager to execute any documents which may be necessary to effectuate the CDBG contract. Seconded by Councilor Bolduc. **Motion passed unanimously.**

ADJOURNMENT

Councilor Bolduc moved to adjourn at 7:48 p.m. Seconded by Councilor Hamel. **Motion passed unanimously.**

A True Record Attest

Mary A. Reynolds
City Clerk