

CITY OF LACONIA - CITY COUNCIL SPECIAL MEETING  
June 29, 2020  
7:00 pm  
City Hall - Armand A. Bolduc City Council Chamber (via Zoom)

**AGENDA AMENDED 6/26/2020 TO INCLUDE ITEM 6.A.**

Due to the COVID-19 crisis and in accordance with Governor Sununu's Emergency Order #12 and Executive Order 2020-04 this meeting is to be conducted electronically.

The public has access to listen to and participate in this meeting by using the following link:

[Zoom Meeting](#) and entering **password 790919**

**Listen only:** Call 1-646-558-8656 and enter **Webinar ID: 879 5197 8295**

For problems, please call (603) 524-3877 ext 249 or email [cityclerk@laconianh.gov](mailto:cityclerk@laconianh.gov)

To **view** this meeting: YouTube under the City of Laconia website <https://www.laconianh.gov/laconianh>

*Due to technical difficulties, we are temporarily suspending live transmission of City meetings on Channel 26. There are incompatibilities between Zoom virtual meeting platform and the Atlantic Broadband platform. Live transmissions of City meetings on Channel 26 will resume as soon as COVID-19 restrictions are lifted and in-person meetings resume.*

1. **CALL TO ORDER**
2. **SALUTE TO THE FLAG**
3. **RECORDING SECRETARY**
4. **ROLL CALL**
5. **PRESENTATIONS**
  - 5.A. **Department Budget Presentation**  
Library - Randy Brough, Librarian
  - 5.B. **Department Budget Presentation**  
Assessing - Stephen Hamilton, Whitney Consultant Group
  - 5.C. **Department Budget Presentation**  
Department of Parks, Recreation, and Facilities - Amy Lovisek, Director
  - 5.D. **Department Budget Presentation**  
Planning, Code, & Conservation Commission - Dean Trefethen, Director of Planning and Community Development
  - 5.E. **Department Budget Presentation**
    1. Finance - Glenn Smith, Director
    2. Welfare - Glenn Smith, Director
  - 5.F. **Department Budget Presentation**  
Administration - Scott Myers, City Manager
6. **Any other business that may come before the Council**
  - 6.A. **Request to schedule three (3) public hearings on July 13, 2020 during**

## **the regular City Council meeting**

Documents:

[STAFF REPORT CDBG PROJECTS.PDF](#)

[LACONIA CDBG PH INFORMATIONAL DOCUMENT.PDF](#)

### **7. ADJOURNMENT**

This meeting facility is ADA accessible. Any person with a disability who wishes to attend this public meeting and needs additional accommodations, please contact Cheryl Hebert, Meeting ADA Coordinator, at City Hall by calling (603) 527-1265 at least 72 hours in advance so that the City can make any necessary arrangements.

## STAFF REPORT

June 29, 2020

**Topic:** Request to schedule three (3) public hearings on July 13, 2020 during the regular City Council Meeting regarding:

1. A proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant Housing funds. The CDBG funds will be used for improvements to the Laconia Housing Authority's properties. The project includes 70 - 98 energy efficient and handicap accessible door replacement units with windows, and other housing improvements at Sunrise Towers. Also, a wall renovation between the upper and lower parking lots between Sunrise Towers, 25 Union Ave, and Sunrise House, 423 South Main St., to enhance accessibility for all tenants, especially those with mobility issues, to allow them to access service amenities at both properties. The clients at the properties are of low and moderate income and with disabilities.
2. The Residential Antidisplacement and Relocation Assistance Plan for this project. Temporary relocation may be necessitated by this project. If temporary relocation is required, tenants may be moved to a unit on site or to a local hotel. LHA will pay relocation costs. The project will follow the Uniform Relocation Act.
3. The progress on Lakes Region Community Developers renovations at 85-87 Elm St, a four-unit property. A unit needs a complete rehabilitation, and the project includes roofing, siding repairs, and replacement of a fire escape. The project is 70% complete.

**Discussion:** Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for economic development projects, up to \$500,000 for public facility and housing projects, and up to \$500,000 for emergency activities. Up to \$12,000 is available per planning study grant. All projects must directly benefit a majority of low and moderate income persons.

**Fiscal Impact:**

**Staff Recommendation:**

**This report submitted by:** Cheryl Hebert

**Proposed motion:**

1. *"I move to schedule a Public Hearing on July 13, 2020 during the regular City Council meeting regarding a proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant Housing funds. The CDBG funds will be used for improvements to the Laconia Housing Authority's properties. The project includes 70 - 98 energy efficient and handicap accessible door replacement units with windows, and other housing improvements at Sunrise Towers. Also, a wall renovation between the upper and lower parking lots between Sunrise Towers, 25 Union Ave, and Sunrise House, 423 South Main St., to enhance accessibility for all tenants, especially those with mobility issues, to allow them to access service amenities*

*at both properties. The clients at the properties are of low and moderate income and with disabilities.*

2. *"I move to schedule a Public Hearing on July 13, 2020 during the regular City Council meeting regarding the Residential Anti-displacement and Relocation Assistance Plan for this project. If temporary relocation is required, tenants may be moved to a unit on site or to a local hotel. LHA will pay relocation costs. The project will follow the Uniform Relocation Act."*
3. *"I move to schedule a Public Hearing on July 13, 2020 during the regular City Council meeting regarding the progress on Lakes Region Community Developers renovations at 85-87 Elm St, a four-unit property. A unit needs a complete rehabilitation, and the project includes roofing, siding repairs, and replacement of a fire escape. The project is 70% complete."*

## Informational Document

## CITY OF LACONIA CDBG Application

Virtual Public Hearings  
July 13, 2020, 7:00pm

### **Public Hearing on the Proposed Project – Laconia Housing Authority Improvements to Sunrise Towers, and Wall Renovations Between Sunrise Towers and Sunrise House**

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 projects, up to \$500,000 for housing projects, up to \$500,000 for economic development projects, and up to \$500,000 annually is available for emergency activities. Up to \$25,000 is available per planning study. All projects must primarily benefit low- and moderate-income persons.

This is a proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant Housing funds. The CDBG funds will be used for improvements to the Laconia Housing Authority's properties. The project includes 70 - 98 energy efficient and handicap accessible door replacement units with windows, and other housing improvements at Sunrise Towers. Also a wall renovation between the upper and lower parking lots between Sunrise Towers, 25 Union Ave, and Sunrise House, 423 South Main St, to enhance accessibility for all tenants, especially those with mobility issues, to allow them to access service amenities at both properties. The clients at the properties are of low and moderate income and with disabilities.

This project conforms with Laconia's Housing and Community Development Plan's Goal of:

**Goal:** Encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups. (Short-term and Long-term goal).

### **Public Hearing Residential Antidisplacement and Relocation Assistance Plan**

This Plan states in general, that if the City were to undertake a CDBG project which involved displacement and resulting relocation they would follow the Uniform Relocation Act requirements. The Residential Antidisplacement and Relocation Assistance Plan outlines the measures they would take to find comparable, housing for persons (or businesses) displaced and/or relocated. This project may require temporary relocation. If required, tenants would be temporarily relocated to a unit on site or a local hotel. LHA will pay relocation costs.

### **Public Hearing on Progress of LRCD's 85-87 Elm Street Property Renovation**

The Lakes Region Community Developers project is renovations at 85-87 Elm St, a four unit property. A unit need a complete rehabilitation, and the project includes roofing, siding repairs, and replacement of a fire escape. The project is 70% complete

## **City of Laconia**

### **Residential Anti-displacement and Relocation Assistance Plan**

Every effort will be made to minimize temporary or permanent displacement of persons due to a CDBG project undertaken by the municipality.

This project may require temporary relocation. If required, tenants would be temporarily relocated to a unit on site or a local hotel. LHA will pay relocation costs.

However, in the event of displacement as a result of a federally funded award, Laconia will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, to any household, regardless of income which is involuntarily and permanently displaced.

If the property is acquired, but will not be used for low/moderate income housing under 104(d) of the Housing and Community Development Act of 1974, as amended, the displacement and relocation plan shall provide that before obligating and spending funds that will directly result in such demolition or conversion the municipality will make public and submit to CDFR the following information:

- a. Comparable replacement housing in the community within three (3) years of the commencement date of the demolition or rehabilitation;
- b. A description of the proposed activity;
- c. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be demolished or converted to a use other than as low and moderate income dwelling units as a direct result of the assisted activity;
- d. A time schedule for the commencement and completion date of the demolition or conversion;
- e. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be provided as replacement dwelling units;
- f. The source of funding and a time schedule for the provision of replacement dwelling units;
- g. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least ten (10) years from the date of initial occupancy;

h. Relocation benefits for all low or moderate income persons shall be provided, including reimbursement for moving expenses, security deposits, credit checks, temporary housing, and other related expenses and either:

1. Sufficient compensation to ensure that, at least for five (5) years after being relocated, any displaced low/moderate income household shall not bear a ratio of shelter costs to income that exceeds thirty (30) percent, or:

2. If elected by a family, a lump-sum payment equal to the capitalized value of the compensation available under subparagraph 1. above to permit the household to secure participation in a housing cooperative or mutual housing association, or a Section 8 certificate of voucher for rental assistance provided through New Hampshire Housing Finance Authority.

i. Persons displaced shall be relocated into comparable replacement housing that is decent, safe, and sanitary, adequate in size to accommodate the occupants, functionally equivalent, and in an area not subject to unreasonably adverse environmental conditions;

j. Provide that persons displaced have the right to elect, as an alternative to the benefits in subparagraph 2. above, to received benefits under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 if such persons determine that it is in their best interest to do so; and

k. The right of appeal to the executive director of CDFA where a claim for assistance under subparagraph 2. above, is denied by the grantee. The executive director's decision shall be final unless a court determines the decision was arbitrary and capricious.

l. Paragraphs a. through k. above shall not apply where the HUD Field Office objectively finds that there is an adequate supply of decent, affordable low/moderate income housing in the area.

#### CERTIFICATION OF COMPLIANCE

Laconia anticipates possibly temporary relocation may occur. This project may require temporary relocation. If required, tenants would be temporarily relocated to a unit on site or a local hotel. LHA will pay relocation costs.

The city certifies that it will comply with the Uniform Relocation Act and Section 104 (d) of the Housing and Community Development Act of 1974, as amended.

Printed Municipal Official Name: Scott Myers

Title: City Manager

Signature: \_\_\_\_\_

Date of Adoption: July 13, 2020