

HUMAN AFFAIRS COMMITTEE

APRIL 19, 2021

7:00 PM

To Join Zoom meeting: <https://us02web.zoom.us/j/83502427402?pwd=NGFrQ3laWlFpMTNoMzRRcjRrbnNSZz09>

Meeting ID: 835 0242 7402 Passcode: 999999

To Join by Telephone: 1-929-205-6099 Meeting ID: 835 0242 7402 Passcode: 999999

If there is a problem with the audio, please dial 603-821-2049 to advise.

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**PUBLIC HEARING**

**DRAFT ACTION PLAN FY2022 ANNUAL ACTION PLAN FOR THE CDBG AND HOME PROGRAMS**

ROLL CALL

TESTIMONY

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**REGULAR MEETING**

PUBLIC COMMENT

PRESENTATIONS

COMMUNICATIONS

UNFINISHED BUSINESS

NEW BUSINESS – RESOLUTIONS

**R-21-126**

Endorsers: Alderman Patricia Klee  
Alderman-at-Large Michael B. O'Brien, Sr.  
Alderman Jan Schmidt  
Alderman Richard A. Dowd  
Alderman Patricia Klee  
Alderman Thomas Lopez  
Alderwoman-at-Large Shoshanna Kelly  
Alderman June M. Caron  
Alderman-at-Large Brandon Michael Laws  
Alderman Linda Harriott-Gathright  
Alderman-at-Large David C. Tencza  
Alderman-at-Large Lori Wilshire

**AUTHORIZING THE MAYOR TO APPLY FOR AND EXPEND THE COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) AND HOME INVESTMENT PARTNERSHIP PROGRAM FUNDS FOR FISCAL YEAR 2022**

NEW BUSINESS – ORDINANCES

TABLED IN COMMITTEE

GENERAL DISCUSSION

PUBLIC COMMENT

REMARKS BY THE ALDERMEN

POSSIBLE NON-PUBLIC SESSION

ADJOURNMENT



## RESOLUTION

### AUTHORIZING THE MAYOR TO APPLY FOR AND EXPEND THE COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) AND HOME INVESTMENT PARTNERSHIP PROGRAM FUNDS FOR FISCAL YEAR 2022

### *CITY OF NASHUA*

*In the Year Two Thousand Twenty One*

**RESOLVED** by the Board of Aldermen of the City of Nashua

That the Mayor be, and hereby is, authorized to file an application with the U.S. Department of Housing and Urban Development (“HUD”) for the annual Community Development Block Grant (“CDBG”) under the provisions of Title I of the Housing and Community Development Act of 1974, as amended, and the HOME Investment Partnership Program under the provisions of Title II of the Cranston-Gonzales National Affordable Housing Act, and to execute all understandings, assurances and agreements as required therein;

That the following CDBG activities shall be carried out with an annual grant of \$661,009; estimated program income of \$45,000; and reprogrammed funds in the amount of \$60,066.68, as described herein, for a total of \$766,075.68. All activities are more fully described and shall be consistent with the proposals contained in the communication from Carrie Schena to the Human Affairs Committee dated March 3, 2021:

Reprogrammed Funds:

FY18 Salem St tot lot	\$547.00
FY20 Nashua Children's Home	\$25.00
FY20 PAL	\$8,630.00
FY20 Opportunity Networks	\$4,100.00
FY20 Adult Learning Center	\$7,142.34
FY20 Construction Management	\$2,710.43
FY20 Impact Fund - Dental Connection	\$16,539.92
FY20 Impact Fund - Marguerites Place	\$3.87
FY20 Impact Fund - NSKS	\$4,870.30
FY20 Impact Fund - Opportunity Networks	\$1.11
FY20 Impact Fund - Revive Recovery	\$319.71
FY20 Impact Fund - PLUS Co	\$9,052.00
FY20 Impact Fund general balance	\$6,125.00

Activities to be funded in FY22:

1. Public Services - \$99,151  
Support of public service programs principally benefiting low-moderate income beneficiaries of Nashua. This pool of funds shall be applied to CDBG eligible activities identified through the Citizens Advisory Commission for Community Grants process. Public Services shall not exceed 15% of the entitlement award plus prior year program income.
2. Project Delivery - \$125,000  
Construction management related to physical CDBG projects and Housing Improvement Program, including but not limited to the direct cost of the Urban Programs Department staff to conduct environmental reviews, drafting scope of work, preparation of bid documents, bidding, construction management and Davis Bacon compliance.
3. CDBG Grant Administration - \$141,201.80  
General administration and planning costs of carrying out the CDBG and other related HUD projects by the Urban Programs Department, including but not limited to regulatory compliance monitoring, IDIS management, preparation of required grant reports, advertising, recording fees, etc. Amount shall not exceed 20% of the entitlement award plus actual program income received during the program year.
4. Owner-Occupied Housing Improvement Program (HIP) - \$50,000  
Financial and technical assistance to eligible low-moderate income, owner-occupants for essential repairs of 1-4 family residential properties. Financial assistance provided in the form of 0% deferred payment loans and/or grants for certain emergency work, as described in the Program's Guidelines. Minor rehabilitation work, including code and safety corrections, repairs, accessibility, etc. Emergency work, costing at least \$1,000 and up to \$5,000, may be offered in the form of a grant rather than a loan to owners at or below 30% AMI. Owners earning above 30% AMI may be offered assistance in the form of a loan. Repayment of prior HIP loans during the fiscal year, in excess of annual estimated program income, shall be distributed between this Program and the Rental Improvement Program.
5. Rental Improvement Program - \$100,000  
Program offering 0% interest, deferred payment loans for essential repairs of residential rental properties containing 1-8 units, occupied by income eligible tenants. Financing and other terms more fully described in the Program's Guidelines. Properties located in the City's lowest income census tracts will receive priority.
6. PLUS Company - \$10,000  
Rehabilitation of bathroom to include ADA accessibility improvements located at 19 Chestnut Street.
7. Girls Incorporated - \$20,000  
Roof replacement at 27 Burke Street
8. Marguerite's Place - \$30,000  
Boiler replacement at 85-87 Palm Street transitional housing facility comprised of two buildings and one child care center.

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9. Nashua Children's Home - \$20,000  
Roof replacement at youth facility located at 86 Concord Street.
  
10. Nashua Soup Kitchen & Shelter - \$75,000  
Construction related costs toward the redevelopment of 35 Spring Street into emergency shelter and transitional housing for single adults and families with children. Project to be funded \$50,000/year in FY23 and FY24, subject to at least level funding of the CDBG allocation. If the City's Entitlement award is reduced in FY23 or FY24, the corresponding awards will be reduced proportionately.
  
11. Area Agency of Greater Nashua, dba Gateways - \$12,990  
Fencing replacement at residential home for disabled individuals located at 4 Beard Street and/or 33 Atherton Avenue.
  
12. Nashua Center - \$45,000  
HVAC replacement at 18 Simon Street facility.
  
13. Opportunity Networks - \$28,600  
Water heater replacement and plumbing improvements to meet current code.
  
14. Contingency – \$9,132.88  
Reserve funds that may be applied to any of the activities described herein for unforeseen costs. Funds may be directed to other unforeseen eligible community needs, subject to Board of Aldermen approval.

*That* all open and active CDBG activities from previous Action Plans be carried forward and entered in the FY22 Action Plan as applicable; and

*That* the FY20 allocation to Nashua Police Athletic League be reduced to \$11,370 to cover current fire-related safety improvements as described in their FY22 proposal; and

*That* HODAG funds, currently available, in the amount of \$75,000 be allocated to the Nashua Soup Kitchen and Shelter, specifically toward costs related to the transitional housing portion of the redevelopment project located at 35 Spring Street; and

*That* HODAG funds in the amount of \$25,000 per year, anticipated to be received in FY22 and FY23, also be allocated to toward costs related to the transitional housing portion of the redevelopment project located at 35 Spring Street. The total of \$50,000 in future allocations is subject to receipt of said program income. Should the City not receive these funds, there is no obligation to supplant with other resources; and

*That* the following HOME activities be carried out with an annual grant of \$447,023:

1. HOME Grant Administration - \$44,702.30  
Administration of the HOME Program by the Urban Programs Department, including determining eligibility, technical assistance to participants, compliance with program regulations, underwriting, preparation and review of construction specs, environmental review, long-term monitoring and reporting to HUD.

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2. Community Housing Development Organization (CHDO) Reserve - \$67,053.45  
Mandatory set aside, equal to 15% of the annual grant, for specific activities to be undertaken by a private nonprofit, community-based organization that has staff with the capacity to develop affordable housing for the community it serves. In order to qualify for designation as a CHDO, the organization must meet certain requirements pertaining to their legal status, organizational structure, capacity and experience as it relates to the project they are developing.
3. Homebuyer Assistance Program - \$55,000  
Direct financial assistance toward down payment and closing costs for eligible low-income homebuyers purchasing a home in Nashua, including counseling, underwriting and other direct costs.
4. Affordable Housing Development - \$280,267.25  
Acquisition, rehabilitation and /or conversion of residential and/or non-residential buildings to create affordable rental and/or home-owner housing, occupied by HOME-eligible households. Projects may be developed by non-profit, for-profit, public or private entities.

**LEGISLATIVE YEAR 2021**

**RESOLUTION:** R-21-126

**PURPOSE:** Authorizing the Mayor to apply for and expend the Community Development Block Grant (“CDBG”) and Home Investment Partnership Program Funds for Fiscal Year 2022

**SPONSOR(S):** Alderman Patricia Klee

**COMMITTEE ASSIGNMENT:** Human Affairs Committee

**FISCAL NOTE:** Fiscal impact will be a total of \$766,075.68 CDBG funds and a total of \$447,023 in HOME Investment Partnership funds to be used for specific purposes.

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**ANALYSIS**

This resolution authorizes the Mayor to apply for and expend the Fiscal Year 2022 annual Community Development Block Grant and HOME Investment Partnership Funds.

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**Approved as to form:** Office of Corporation Counsel

By: Dorothy Clarke

Date: 29 March 2021