

HUMAN AFFAIRS COMMITTEE

JUNE 13, 2022

6:00 PM

Aldermanic Chamber and Zoom

To Join Zoom meeting: <https://us02web.zoom.us/j/89259498930?pwd=MWZ5K091VTAza3Q4SER5ODF4UzI4Zz09>
Meeting ID: 892 5949 8930 Passcode: 335077

To Join by Telephone: 1-929-205-6099 Meeting ID: 892 5949 8930 Passcode: 335077

If there is a problem with the audio, please dial 603-589-3329 to advise.

ROLL CALL

PUBLIC COMMENT

COMMUNICATIONS

From: Tim Cummings, Economic Development Director
Re: ARPA Funding Framework

From: Deb Chisholm, Interim Urban Programs Manager
Re: FY2023 HUD Annual Action Plan Recommendations

UNFINISHED BUSINESS

R-22-025, Amended

Endorsers: Mayor Jim Donchess
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman Patricia Klee
Alderman-at-Large Melbourne Moran, Jr.
Alderman Thomas Lopez
Alderman Richard A. Dowd
Alderman Derek Thibeault
Alderwoman-at-Large Gloria Timmons

AUTHORIZING THE MAYOR TO APPLY FOR AND EXPEND THE COMMUNITY DEVELOPMENT BLOCK GRANT ("CDBG") AND HOME INVESTMENT PARTNERSHIP PROGRAM FUNDS FOR FISCAL YEAR 2023

- Board of Aldermen re-referred at May 10th meeting

NEW BUSINESS – RESOLUTIONS

R-22-037

Endorsers: Mayor Jim Donchess
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman John Sullivan
Alderman Patricia Klee
Alderman-at-Large Melbourne Moran, Jr.
Alderman Thomas Lopez
Alderman Richard A. Dowd
Alderman Derek Thibeault
Alderman-at-Large Lori Wilshire

RELATIVE TO THE ACCEPTANCE OF \$1,031,630 FROM THE STATE OF NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES INTO VARIOUS PUBLIC HEALTH AND COMMUNITY SERVICES GRANT ACTIVITIES

NEW BUSINESS – ORDINANCES

TABLED IN COMMITTEE

GENERAL DISCUSSION

PUBLIC COMMENT

REMARKS BY THE ALDERMEN

ADJOURNMENT



THE CITY OF NASHUA

Office of Economic Development

"The Gate City"

TO: Board of Aldermen
FROM: Tim Cummings, Economic Development Director
Date: May 17th 2022
RE: ARPA Funding Framework

Request

I am writing to request a meeting to discuss and approve the enclosed framework for spending based on the funding that came in through the American Recovery Plan Act ("ARPA").

Background

Municipalities across the nation are the beneficiaries of a significant influx of federal funds via the American Rescue Plan Act ("ARPA"). The City of Nashua will receive \$16,138,777 in total ARPA funds. The first of two installment payments of \$8,069,388.50 was received in May of 2021. We anticipate receiving the second installment this month (May 2022). The Board of Aldermen have already accepted and appropriated these funds through the adoption of R-21-167 at its meeting on November 9, 2021.

Over the past six months, the Office of Economic Development with the assistance of Financial Services and the Office of the Mayor undertook a community outreach effort to discuss an appropriate framework. We offered residents an opportunity to provide feedback on the draft framework for spending ARPA funding and we first presented to the Board of Aldermen in September of 2021.

Additionally, we brought on iParametrics to help guide our decision-making and to assist in the compliance reporting.

Financing Mechanics

Based on the advice of our consultant it is their recommendation that the City use "revenue replacement" for the ARPA funds. Revenue Replacement is a category a local government may use to expend ARPA money on a board range of general government services. We anticipate that the City of Nashua through the U.S Treasury guidance will be eligible to spend the entire ARPA allocation through this method. As noted above, the City of Nashua accepted and appropriated these funds as a grant. Accordingly, this grant will not lapse and the funds will be available for the planned expenditures detailed in the enclosed attachment.

Thank you.

ARPA PLAN

S/10/2022

PROJECT	CATEGORY	FISCAL YEAR 2022 (01/01/22 - 06/30/22)	FISCAL YEAR 2023 (07/01/22- 06/30/23)	FISCAL YEAR 2024 (07/01/23 - 06/30/24)	FISCAL YEAR 2025 (07/01/24 - 12/31/24) 6 Mths	TOTAL
REVENUE REPLACEMENT FY '22		\$ 1,200,000.00				\$ 1,200,000.00
HOUSING TRUST FUND			\$ 10,000,000.00			\$ 10,000,000.00
MUNICIPAL CAPITAL REQUESTS						
	BACK-UP SERVER (IT)		\$ 500,000.00			\$ 500,000.00
	FIRE EQUIPMENT / ALARM		\$ 850,000.00			\$ 850,000.00
	POUCE - RECORD MANAGEMENT & GATE		\$ 650,000.00			\$ 650,000.00
INFRASTRUCTURE PROJECTS						
	MAIN STREET & WEST HOLLIS STREET		\$ 600,000.00			\$ 600,000.00
	LIBRARY PARK PROJECT		\$ 1,500,000.00			\$ 1,500,000.00
	OPITCON SYSTEM		\$ 600,000.00			\$ 600,000.00
ARPA PROGRAM SUPPORT		\$ 15,000.00	\$ 35,000.00	\$ 75,000.00	\$ 75,000.00	\$ 200,000.00
TOTAL		\$ 1,215,000.00	\$ 14,735,000.00	\$ 75,000.00	\$ 75,000.00	\$ 16,100,000.00

POTENTIAL ARAPA FUNDS	\$ 16,138,777.00
PROJECTED SPENDING	\$ 16,100,000.00
BALANCE	\$ 38,777.00



City of Nashua

Community Development Division

City Hall, 229 Main Street, PO Box 2019
Nashua, New Hampshire 03061-2019
www.nashuanh.gov

Community Development	589-3095
Planning and Zoning	589-3090
Building Safety	589-3080
Code Enforcement	589-3100
Urban Programs	589-3085
Waterways	589-3092
Transportation	880-0100
FAX	589-3119

To: Human Affairs Committee
cc: Mayor Jim Donchess
From: Deb Chisholm, Interim UPD Manager
Date: June 6, 2022
Re: FY2023 HUD Annual Action Plan Recommendations

The City has been notified of the US Department of Housing and Urban Development's FY22 Community Planning and Development Formula Program Allocations. Once the Annual Action Plan has been approved, the City will receive \$645,484 in CDBG funds and \$579,304 in HOME funds. These allocations reflect a \$25,267 CDBG reduction and a \$132,281 HOME increase from last year.

Based on discussions at previous meetings, the memo of April 29, 2022, and the new allocations, I have prepared some recommendations for aligning the allocated funds with the needs of the Urban Programs Department and the CDBG and HOME programs.

For CDBG funds:

- Reduce Public Services to \$96,822 to remain under the required 15% cap.
- Maintain UPD Project Delivery at \$125,000.
- Reduce CDBG Grant Administration to \$138,096 to remain under the required 20% cap of the entitlement award and the program income received during the program year.
- Maintain Owner-occupied Housing Improvement Program (HIP) at \$55,797. This activity has received additional funding from other HIP projects that have discharged their mortgages and has a balance of \$69,655. This activity could receive the leftover salary funds from FY22. Once FY22 is over, the Finance Department will calculate what remains, and a Resolution to reallocate the funds would be brought to the Board of Aldermen for approval.
- Reduce Rental Improvement Program (RIP) to \$37,964. This activity has \$128,750 unspent from previous years.
- Maintain all municipal and non-profit requests at existing levels

For HOME funds:

- Increase HOME Administration to \$57,930 as allowed by the 10% cap.
- Increase Community Housing Development Organization (CHDO) reserve to \$86,895 as allowed by the 15% cap. The account currently has \$14.
- Reduce Home Buyer Assistance Program to \$0 as \$55,000 from last year are still available for use, and a program to disperse these funds has not been created yet.
- Increase Affordable Housing Development to \$434,478 to disperse the remainder of the HOME allocation. The current account has approximately \$70,844 available.

CDBG and HOME Sources and Uses for FY23
updated 5/27/2022

CDBG Sources	est 02/17/2022	4/18/2022	changes made at 4/18 HAC mtg	HUD Allocations 5/16/2022
Entitlement Award (estimated)	\$664,000.00	\$664,000.00	\$664,000.00	\$645,484.00
Estimated program income	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00
Available for reprogramming:	\$0.00			
2022 PLUS Co ADA Bathroom Rehab		\$10,000.00	\$10,000.00	\$10,000.00
2022 The Nashua Center - HVAC		\$45,000.00	\$45,000.00	\$45,000.00
Total Available	\$709,000.00	\$764,000.00	\$764,000.00	\$745,484.00
Subtotal Reprogrammed	\$0.00	\$55,000.00	\$55,000.00	\$55,000.00
Requests:				
Public Services estimated (15% cap)	\$99,600.00	\$99,600.00	\$99,600.00	\$96,822.60
UPD Project Delivery	\$125,000.00	\$125,000.00	\$125,000.00	\$125,000.00
UPD, Administration (20% cap)	\$141,800.00	\$141,800.00	\$141,800.00	\$138,096.80
Owner Occupied Housing Improvement	\$50,000.00	\$50,000.00	\$55,797.00	\$55,797.00
Rental Improvement Program	\$125,000.00	\$125,000.00	\$50,000.00	\$37,964.60
Pine Street Pedestrian Crossing	\$100,000.00	\$30,797.00	\$100,000.00	\$100,000.00
PLUS Company - flooring	\$15,623.00	\$15,623.00	\$15,623.00	\$15,623.00
Adult Learning Center - roof(half of cost)	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
Boys & Girl Club - sewer pipe	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00
Nashua Children's Home - insulation and sewer service	\$23,195.00	\$23,195.00	\$23,195.00	\$23,195.00
NSKS - Quincy Street - flooring	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
Area Agency/Gateways - fencing	\$8,985.00	\$8,985.00	\$8,985.00	\$8,985.00
Opportunity Networks - windows	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Contingency			\$0.00	\$0.00
Subtotal Requests	\$833,203.00	\$764,000.00	\$764,000.00	\$745,484.00
Net difference	-\$124,203.00	\$0.00	\$0.00	\$0.00
HOME Grant (estimated)	\$427,000.00	\$427,000.00	\$427,000.00	\$579,304.00
Administration (10% cap)	\$42,700.00	\$42,700.00	\$42,700.00	\$57,930.40
CHDO (15% cap)	\$64,050.00	\$64,050.00	\$64,050.00	\$86,895.60
Home Buyer Assistance	\$55,000.00	\$55,000.00	\$55,000.00	\$0.00
Affordable Housing Development	\$265,250.00	\$265,250.00	\$265,250.00	\$434,478.00
Total HOME	\$427,000.00	\$427,000.00	\$427,000.00	\$579,304.00
Net difference	\$0.00	\$0.00	\$0.00	\$0.00



RESOLUTION

AUTHORIZING THE MAYOR TO APPLY FOR AND EXPEND THE COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) AND HOME INVESTMENT PARTNERSHIP PROGRAM FUNDS FOR FISCAL YEAR 2023

CITY OF NASHUA

In the Year Two Thousand Twenty-Two

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 \$664,000; estimated program income of \$45,000; and reprogrammed funds in the amount of \$55,000, as described herein, for a total of \$764,000. All activities are more fully described and shall be consistent with the proposals contained in the communication from Deb Chisholm to the Human Affairs Committee dated February 11, 2022 and further amended by deleting the struck through language and inserting the italicized language:

Reprogrammed Funds:

FY22 PLUS Co – ADA compliant bathroom	\$10,000.00
FY22 Nashua Center – HVAC	\$45,000.00

Activities to be funded in FY23:

1. Public Services - \$99,600

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%~~ *the cap of \$99,600* of the entitlement award plus prior year program income.

RESOLUTION

Amended
R-22-025

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 for conducting environmental reviews, drafting scope of work, preparation of bid documents, bidding, construction management and Davis Bacon compliance.
3. CDBG Grant Administration - \$141,800
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~~ is capped at \$141,800.
4. Owner-Occupied Housing Improvement Program (“HIP”) - ~~\$50,000~~ \$55,797
Financial and technical assistance to eligible low-moderate income, owner-occupants in 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 rehab 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 - ~~\$125,000~~ \$50,000
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. Municipal Project - Pine Street Pedestrian Crosswalk - ~~\$30,797~~ \$100,000
Create a mid-block pedestrian crossing to help the low to moderate income affordable housing community cross Pine Street and safely enter Mine Falls Park.
7. PLUS Company - \$15,623
Flooring replacement at 19 Chestnut Street.
8. Adult Learning Center - \$75,000
Approximately half of the funding needed for roof replacement at 4 Lake Street.
9. Boys and Girls Club - \$14,000
Replacement of a portion of blocked sewer pipe at One Positive Place.
10. Nashua Children’s Home - \$23,195
Insulation at the 125-year old 86 Concord Street home, and sewer repair at 125 Amherst Street facility.
11. Nashua Soup Kitchen and Shelter - \$30,000
Flooring for the Soup Kitchen at 2 Quincy Street.

RESOLUTION

12. Area Agency/Gateways - \$8,985

Replace fencing at 4 Beard Street group home.

13. Opportunity Networks - \$25,000

Replace windows at 116 Perimeter Road facility.

14. Contingency – \$0

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 FY23 Action Plan as applicable; and

That the following HOME activities be carried out with an annual grant of \$427,000:

1. HOME Grant Administration - \$42,700

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.

2. Community Housing Development Organization (CHDO) Reserve - \$64,050

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 - \$265,250

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.



RESOLUTION

RELATIVE TO THE ACCEPTANCE OF \$1,031,630 FROM THE STATE OF NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES INTO VARIOUS PUBLIC HEALTH AND COMMUNITY SERVICES GRANT ACTIVITIES

CITY OF NASHUA

In the Year Two Thousand and Twenty-Two

RESOLVED by the Board of Aldermen of the City of Nashua that the City of Nashua and the Division of Public Health and Community Services are authorized to accept \$1,031,630 from the State of New Hampshire Department of Health and Human Services into the following Public Health and Community Services Grant Activities for the purpose of supporting staffing capacity and operations to deliver a broad range of public health services in the Greater Nashua Public Health Region.

Activity	FY2023	FY2024	Total
Emergency Preparedness	187,728	187,728	375,456
Substance Misuse Prevention	92,862	92,862	185,724
Strategic Planning Prevention	70,427	70,427	140,854
COVID Response	50,000	50,000	100,000
Continuum of Care Facilitation	39,798	39,798	79,596
Public Health Advisory Council	30,000	30,000	60,000
School Based Vaccination Clinics	15,000	15,000	30,000
Overdose Prevention	25,000	-	25,000
Hospital Preparedness	10,000	10,000	20,000
COVID Health Disparities	15,000	-	15,000
Total:	\$ 535,815	\$ 495,815	\$ 1,031,630

This funding shall be in effect from July 1, 2022 through June 30, 2024.

LEGISLATIVE YEAR 2022

RESOLUTION: R-22-037

PURPOSE: Relative to the acceptance of \$1,031,630 from the State of New Hampshire Department of Health and Human Services into various Public Health and Community Services Grant Activities.

SPONSOR(S): Mayor Jim Donchess

COMMITTEE ASSIGNMENT: Human Affairs Committee

FISCAL NOTE: The fiscal impact is \$1,031,630 of grants to be used for a specific purpose.

ANALYSIS

This resolution authorizes the City to accept funds from the State of New Hampshire Department of Health and Human Services for the purpose of providing regional public health network services in the Greater Nashua Public Health Region. This funding shall be in effect from July 1, 2022 through June 30, 2024.

Approved as to account structure, numbers, and amount:

Financial Services Division

By: /s/ John L. Griffin

Approved as to form:

Office of Corporation Counsel

By: /s/ Dorothy Clarke

Date: May 18, 2022