

**AGENDA  
LEBANON CITY COUNCIL  
APRIL 3, 2019**

**9. NEW BUSINESS:**

**9.E – DISCUSSION AND SET PUBLIC HEARING FOR APRIL 17, 2019:  
CDBG FEASIBILITY STUDY APPLICATION FOR  
HEADREST, 14 CHURCH STREET, LEBANON**

**BACKGROUND**

In 2018, Headrest moved its administrative offices from 14 Church Street to 141 Mascoma Street in Lebanon which facilitated an expansion of their low-intensity treatment facility at 14 Church Street, from 10 beds to 14 beds.

Headrest is requesting the City apply for a Community Development Block Grant in the amount of \$12,000 for a Feasibility Study to assess the long-term sustainability of the 14 Church Street building. The study is not to assess the feasibility of additional beds, but to look at bringing the facility in line with the needs of the clientele, such as an expanded kitchen, additional or rehabilitative counseling spaces, and additional space for the teen hotline. Further, the Study will include an Energy Audit to identify potential energy efficiencies and cost savings that can be implemented to assure long term sustainability.

If approved, the grant would be sub-granted to Headrest. For further details, please see the attached description and project overview.

**ACTION**

*Should the Council decide to move the CDBG application forward, the following motions are offered for Council consideration:*

***MOVED, that the Lebanon City Council hereby schedules public hearings for Wednesday, April 17, 2019, beginning at 7:00pm in Council Chambers, City Hall as follows:***

- 1. Public hearing for the purpose of receiving public input and taking action on a proposed Feasibility Study grant application for \$12,000 in CDBG funds (to be sub-granted to Headrest); and to authorize the City Manager to sign, submit, and execute any documents which may be necessary to effectuate the CDBG Application and contract.***
- 2. Public hearing for the purpose of receiving public input and taking action to adopt the City of Lebanon Anti-Displacement and Relocation Plan for this project.***

Included in this Section:

1. Project Description: Headrest, Feasibility Study
2. Headrest Anti-Displacement and Relocation Plan

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In 2018, Headrest moved its administrative offices to 141 Mascoma Street in Lebanon which allowed us to expand our low-intensity treatment facility at 14 Church Street, from 10 beds to 14 beds. With the feasibility grant we will evaluate the 14 Church Street building for programmatic needs, long term sustainability, and for energy efficiency. With this study we will not be adding additional beds, but be bringing the facility into line with the needs of the clientele. This would include expanded kitchen, additional or rehabilitated counseling spaces, and additional space for the teen hotline. Further, the Feasibility Study will include an Energy Audit to identify potential energy efficiencies and cost savings that we will be implemented to assure long term sustainability.

In our low-intensity residential treatment facility we serve approximately 60 people per year. On average we have 12 clients in our house at all times. Headrest serves all of New Hampshire, but mainly the Upper Valley area.

In addition to our low-intensity residential treatment, Headrest offers outpatient counseling services. Clients can walk in at any time between 9 am and 3 pm and receive treatment.

In 2018, Headrest served 283 unduplicated individuals in outpatient counseling. Our suicide/crisis line is the only accredited line in the state of New Hampshire. In 2018, Headrest provided help to over 9,000 individuals who called in. Suicide rates continue to climb and in 2018 from July to January Headrest received 716 calls related to suicide. In this same time frame for 2019, Headrest has received 1,023.

Headrest also works to help those in recovery obtain and retain career ladder sustaining wage jobs. In 2018 we placed 19 individuals in jobs.

With the feasibility grant Headrest will look at the following:

- Energy audit
- Preliminary architectural and engineering design for expansion of existing house
- Cost estimates
- Long term sustainability to ensure our residential and outpatient facilities continue operation

By adding space and looking at where energy can be saved, this will help free up resources to put back into other programs that Headrest offers. It will also be a more comfortable living area and work area for the clients and counselors at the house.

Sincerely,

Cameron Ford  
Executive Director  
cameron.ford@headrest.org  
603-448-4872 x102

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**CITY OF LEBANON  
RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN  
HEADREST CDBG FEASIBILITY STUDY**

Every effort will be made to minimize temporary or permanent displacement of persons due to a CDBG project undertaken by the municipality. There will be no displacement as result of this Study.

However, in the event of displacement as a result of a federally funded award, the CITY OF LEBANON 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

CITY OF LEBANON anticipates no displacement or relocation activities will be necessitated by this project. Should some unforeseen need arise, 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: \_\_\_\_\_

Title: \_\_\_\_\_

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

Date of Adoption by the Lebanon City Council: \_\_\_\_\_