

**AGENDA  
LEBANON CITY COUNCIL  
JULY 10, 2019**

**9. NEW BUSINESS:**

**9.D – DISCUSSION AND SET PUBLIC HEARINGS FOR JULY 24, 2019:  
CDBG APPLICATION FOR HEADREST**

**BACKGROUND**

Headrest was before the City Council in April 2019 to request support for a CDBG Feasibility Study Grant to assess the status of their building at 14 Church Street, Lebanon for a small 4-bed expansion of their low-intensity treatment facility. The Community Development Finance Authority has awarded the Feasibility Study Grant. Headrest is now requesting that the Council support an application for a Community Development Block Grant (Housing and Public Facilities) for up to \$500,000 to implement the scope of work identified in the Feasibility Study.

Please see the attached description and project overview for more information.

**ACTION**

*Should the Council decide to move the CDBG application forward, action is required to schedule two public hearings:*

***MOVED, that the Lebanon City Council hereby schedules public hearings for Wednesday, July 24, 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 Housing and Public Facilities grant application for up to \$500,000 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 Headrest.***

**Included in this Section:**

1. Project Description: Headrest CDBG Housing and Public Facilities Application, Facilities Improvements, July 2019
2. Headrest Anti-Displacement and Relocation Plan

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**HEADREST  
CDBG HOUSING AND PUBLIC FACILITIES APPLICATION  
FACILITY IMPROVEMENTS  
JULY, 2019**

In 2018, Headrest moved its administrative offices to 141 Mascoma Street in Lebanon which allowed for the expansion of our low-intensity treatment facility at 14 Church Street, from 10 beds to 14 beds. Headrest was awarded a CDBG Feasibility in early 2019 to assess the status of the building relative to needed upgrades and to develop preliminary architectural and engineering drawings and cost estimates. Headrest has hired a contractor to evaluate the building and conduct an ASHRAE Level II energy audit.

Headrest requests that the Lebanon City Council support an application for CDBG funds to implement the scope of work identified in the Feasibility Study. The CDBG implementation grant of up to \$500,000 will provide Headrest with the resources needed to address the significant deficiencies in the building envelope and allow them to focus on long term sustainability issues and energy efficiency. At a minimum upgrades necessary to address Headrest's programmatic needs will include expanded kitchen, additional or renovated counseling spaces, and additional space on the third floor for counseling and office space, room for a teen hot line, and enlargement of the hotline room. Based on the results of the building assessment and energy audit, further improvements will include energy upgrades such as new insulation, windows, HVAC, electrical upgrades as well as a new alarm system and security cameras.

The HEADREST facility at 14 Church Street is a low-intensity residential treatment facility serving 70 people per year with 95% falling into the low income category. On average there are 12 residents living 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. The Headrest 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 and is the recipient of the 2019 Recovery Friendly Workplace award.

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**CITY OF LEBANON  
RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN  
HEADREST**

Every effort will be made to minimize temporary or permanent displacement of persons due to a CDBG project undertaken by the municipality. No displacement is anticipated.

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: \_\_\_\_\_