

**AGENDA  
LEBANON CITY COUNCIL  
JULY 24, 2019**

**7. PUBLIC HEARING ITEMS:**

**7.C – HOUSING and PUBLIC FACILITIES CDBG APPLICATION FOR  
HEADREST**

Public hearings for the purpose of receiving public input and taking action on a Community Development Block Grant (CDBG) application proposed by the City of Lebanon to the NH Community Development Finance Authority (CDFA). Counties and Communities can apply for up to \$500,000 annually on a competitive basis for housing and public facilities, \$500,000 for economic development, and \$500,000 for emergency activities that directly benefit low and moderate-income persons. Up to \$12,000 is available for feasibility study grants. Public Hearings are as follows:

1. 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.
2. Review and adoption of the City of Lebanon Anti-displacement and Relocation Plan for Headrest.

The City Council scheduled these public hearings at their July 10, 2019 regular meeting. The public hearings were properly noticed in the *Valley News* on July 13, 2019 in accordance with City Code and State Law.

**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 relative to needed upgrades, and to develop preliminary architectural and engineering drawings and cost estimates. 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**

*As part of the application process, the following language must be read into the record:*

***Community Development Block Grant funds are available to municipalities for economic development, public facility and housing rehabilitation projects and feasibility studies that primarily benefit low and moderate-income persons. The purpose of the public hearings required for CDBG funding is to solicit the view of the citizens on community development; furnish the citizens with information concerning the amount of funds available and the range of community development activities which may be undertaken under the Community Development Act.***

***For the remainder of the year 2019, there will be approximately \$5.8 million dollars available for housing and public facilities projects. Approximately \$1.5 million will be available for economic development. Economic development applications are submitted on a rolling basis until the funds are used up. Approximately \$60,000 is available for Feasibility studies. The City of Lebanon is eligible for up to \$500,000 per year for public facility/housing rehabilitation, up to \$500,000 per year for economic development projects, as well as up to \$500,000 per year in emergency funds. Feasibility Study funds are available for up to \$12,000 per year.***

NOTE: PLEASE ACT ON EACH PUBLIC HEARING BY SEPARATE MOTION

**PUBLIC HEARING C.1:**

***MOVED, that the Lebanon City Council hereby approves the submittal of the CDBG application and authorizes the City Manager to sign, submit, and execute any documents which may be necessary to effectuate the CDBG contract for Headrest in the amount of up to \$500,000.***

**PUBLIC HEARING C.2:**

***MOVED, that the Lebanon City Council hereby adopts the City of Lebanon Residential Anti-displacement and Relocation Plan for Headrest as presented in the July 24, 2019 City Council Agenda Packet.***

**Included in this Section:**

1. Project Description: Headrest CDBG Housing and Public Facilities Application, Facilities Improvements, July 2019
2. City of Lebanon Residential Anti-displacement and Relocation Plan for Headrest
3. Notice of Public Hearing as Published in the July 13, 2019 Edition of the *Valley News*

**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: \_\_\_\_\_

July 15, 2019



**LEBANON CITY COUNCIL  
NOTICE OF PUBLIC HEARING  
Council Chambers, City Hall  
Wednesday, July 24, 2019 7:00pm**

The Lebanon City Council will hold a public hearing on July 24, 2019, beginning at 7:00pm in Council Chambers for the following:

- A. ORDINANCE #2019-09 TO AMEND CITY CODE CHAPTERS 97 & 143** – A public hearing for the purpose of receiving public input and taking action on proposed Ordinance #2019-09 to repeal City Code Chapter 143, Solid Waste; and repeal and replace City Code Chapter 97, Landfill Regulations
- B. ORDINANCE #2019-10 TO AMEND CITY CODE CHAPTER 181** – A public hearing for the purpose of receiving public input and taking action on proposed Ordinance #2019-10 to amend City Code Chapter 181, Water & Sewer Main Extensions, §181-8, Temporary Limitations on Sewer Extensions, to extend the Sunset Provision until December 31, 2019.
- C. CDBG APPLICATION – HEADREST** – Public hearings 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). Action is required on the following:
1. Approval of the Housing and Public Facilities Grant Application for up to \$500,000 in CDBG funds (to be sub-granted to Headrest).
  2. Adoption of the City of Lebanon Anti-displacement and Relocation Plan for Headrest.

The July 24, 2019 City Council agenda package will be available in City Hall and on the City's website ([www.lebanonnh.gov](http://www.lebanonnh.gov)) beginning July 19, 2019. Documents may be reviewed in the office of the City Clerk Monday through Friday from 8:00am to 4:30pm.

*Any person with a disability who wishes to attend this public meeting and needs additional accommodations, please contact the ADA coordinator at City Hall by calling 448-4220 at least 72 hours in advance so that the City can make any necessary arrangements.*

NE-286917

The foregoing notice was published in the *Valley News*, a newspaper of general circulation in the City of Lebanon, in accordance with the Code of the City of Lebanon on Saturday, July 13, 2019.

  
Sandra L Allard, City Clerk

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