

BELKNAP COUNTY COMMISSIONERS
34 County Drive
Laconia, NH 03246
Phone (603) 527-5400
Fax (603) 527-5409

David DeVoy
Chairman
Sanbornton

Hunter Taylor
Vice-Chairman
Alton

Richard Burchell
Clerk
Gilmanton

Commission Meeting Minutes June 15, 2016

In Attendance: Commissioners David DeVoy, Hunter Taylor and Richard Burchell and County Administrator Debra Shackett.

Minutes 6/3/16: M/Taylor, S/Burchell to approve the public and non-public minutes of 6/3/16. Unanimous. **Motion passed.**

Calendar: Commissioner Burchell stated the Laconia Airport Authority meeting scheduled for 6/16/16 had been cancelled. He also stated there will be an Association of Counties meeting at Strafford County on 6/16/16 @ 10am.

Ratification of Documents Previously Signed: M/Taylor, S/Burchell to ratify the previously signed documents. Unanimous. **Motion passed.**

Previously Signed Documents

Document Date	Document
6/3/2016	Payroll Manifest
6/3/2016	A/P Manifest
6/3/2016	Letter of Appointment of Assistant County Attorney
6/3/2016	Department of Corrections Grant
6/9/2016	Payroll Manifest
6/9/2016	A/P Manifest

CDBG Public Hearings:

Commissioner DeVoy opened the public hearing at 9:07 am for the Child Advocacy Center CDBG Application. Donna Lane read the information that was provided to the public in the informational packets that were available. Commissioner DeVoy asked if there was any public comment. Joe Haas, Gilmanton, stated he had sent an email to the board and asked that it be attached to the minutes. Mr. Haas questioned the 4 different CDBG's. Ms. Lane explained the difference in the CDBG's. Mr. Haas would like the board to ask CDFA where the money came from. M/Taylor, S/Burchell for source of money to be collected in an appropriate manor. Unanimous. **Motion passed.** Commissioner DeVoy asked what funds the County would retain.

Ms. Lane state approximately \$20,000.00 to cover administrative costs. She stated the money is HUD money. Commissioner DeVoy closed the public hearing at 9:18 am.

Commissioner DeVoy opened the public hearing at 9:18 am for the Housing and Community Development Plan. Ms. Lane reviewed the information provided in the public handouts. Commissioner DeVoy asked if there was any public comment. Mr. Hass stated ditto to his previous comment. Commissioner DeVoy closed the public hearing at 9:20 am.

Commissioner DeVoy opened the public hearing at 9:20 am for the Residential Antidisplacement Relocation Assistance Plan. Ms. Lane reviewed the information provided in the public handouts. Commissioner DeVoy asked if there was any public comment. Mr. Hass stated ditto. Commissioner DeVoy closed the public hearing at 9:21 am.

Commissioner DeVoy opened the public hearing at 9:21 am for the Progress of River's Edge Affordable Housing CDBG Project. Ms. Lane reviewed the progress of the project. Commissioner DeVoy asked what the definition of moderate income. Ms. Lane stated 60% of area median income. Commissioner DeVoy asked if there was any public comment. There was none. Commissioner DeVoy closed the public hearing at 9:23 am.

M/Burchell, S/Taylor to re-adopt the Housing and Community Development Plan. Unanimous. **Motion passed.**

M/Burchell, S/Taylor to adopt the Residential Antidisplacement and Relocation Assistance Plan. Unanimous. **Motion passed.**

M/Burchell, S/Taylor to approve the submittal of the application **and** vote to authorize the County Administrator to sign and submit the application, and upon approval of the CDBG application, authorize the County Administrator to execute any documents which may be necessary to effectuate the CDBG contract and any amendments thereto. Unanimous. **Motion passed.**

Clerk of the Works: Commissioner DeVoy opened the following sealed bids for the Clerk of the Works RFP, Collin Robertson and Douglas Bartlett. He stated he would have the building committee review and make a recommendation.

Transfer Requests: The Commissioners reviewed and discussed each of the transfers. The following motions were made and passed:

1. #2016.10 M/Taylor, S/Burchell. Unanimous.
2. #2016.11 M/Taylor, S/Burchell. Unanimous.
3. #2016.12 M/Taylor, S/Burchell. Unanimous.

Natural Gas & Electric Contract: Facilities Manager Dustin Muzzey stated he is requesting to sign a 1 year contract that will be beneficial to the County. M/Taylor, S/Burchell to authorize Facilities Manager Muzzey to enter into a 1 year Natural Gas & Electric contract. Unanimous. **Motion passed.**

Other: Commissioner DeVoy asked for an update on the RFP's discussed at the previous meeting. County Administrator Debra Shackett stated she is reviewing the one for property & liability, workers compensation and unemployment. Superintendent Keith Gray stated the one for medical services provider has been advertised in the paper. He stated he just completed the one for electronic monitoring the morning.

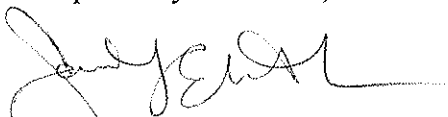
Commissioner Taylor asked the Board to consider the letter of response to the 5 members of the Delegation about the Community Health Services Network. Commissioner Burchell was not in favor. M/Taylor, S/DeVoy to approve the response letter. 2-1 Burchell opposed. **Motion passed.**

Commissioner Taylor spoke about the pending action hearing with the PELRB for the Teamsters in the Sheriff's Department. Commissioner Taylor suggested to contact the County's attorney. Commissioner Burchell and DeVoy agreed.

Commissioner Burchell stated the evaluations of department heads were done unilaterally last year. Commissioner DeVoy stated the board knows when each evaluation is due. He suggested that each member complete their own and then they can hold a non-public meeting to agree on a final one.

Adjourn: M/Taylor, S/Burchell to adjourn the meeting at 9:54. Unanimous. **Motion passed.**

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant

SCRIPT

**BELKNAP COUNTY
CDBG Application**

Public Hearings

June 15, 2016, 9:00am

(Please note in the minutes that informational packets were available)

Commissioners Open Public Hearing – Child Advocacy Center CDBG Application

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a competitive basis for public facility and housing projects, up to \$500,000 for economic development projects and up to \$500,000 for emergency activities. All projects must directly benefit low and moderate income persons. Up to \$12,000 per study is available for Planning Grants.

The purpose of this Community Development Block Grant funding request is a proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant funds. The County will retain some of the funds for administration costs and sub-grant the benefits of the remainder to Granite State Children’s Alliance for the acquisition and/or rehabilitation of 95 Water Street in Laconia into a Child Advocacy Center, the Greater Lakes Child Advocacy Center. The majority of the GSCA clients are of low or moderate income.

This project conforms with Belknap County’s Housing and Community Development Plan’s Goal of: Encourage member municipalities to support efficient and high quality community facilities, human/social services, and amenities to meet the existing and future needs of Belknap County residents and visitors. Objective 1: Promote and support, as appropriate for County government, the delivery of human/social services by local, charitable, and institutional organizations

PUBLIC COMMENTS (the minutes must reflect that the public was asked for comments – even if there is no public there)

Commissioners Close Public Hearing

Commissioners Open Public Hearing – Housing and Community Development Plan

Discuss the updated Housing and Community Development Plan (no changes to plan last adopted January 22, 2014).

ASK FOR PUBLIC COMMENT

Commissioners Close Public Hearing

Commissioners Open Public Hearing - Residential Antidisplacement and Relocation Assistance Plan

Although this project does not involve any displacement or relocation of persons (or businesses), if the County were to undertake a CDBG project which involved displacement or

relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

ASK FOR PUBLIC COMMENT

Commissioners Close Public Hearing

Commissioners Open Public Hearing – Progress of River’s Edge Affordable Housing CDBG project.

During a CDBG project a progress public hearing is to be held to update the public on the progress of the project. The County received a \$250,000 CDBG on behalf of Laconia Area Community Land Trust, or its designee, for sitework and/or demolition in support of 32 units of affordable housing at 126 Union Avenue. All of the units of affordable housing will be for low and moderate income households. River’s Edge is expected to be complete in July/August..

ASK FOR PUBLIC COMMENT

Commissioners Close Public Hearing

MOTIONS:

Commissioners vote to re-adopt the Housing and Community Development Plan.

Commissioners vote to adopt the Residential Antidisplacement and Relocation Assistance Plan.

Commissioners vote to approve the submittal of the application **and** vote to authorize the County Administrator to sign and submit the application, and upon approval of the CDBG application, authorize the County Administrator to execute any documents which may be necessary to effectuate the CDBG contract and any amendments thereto.

BELKNAP COUNTY
HOUSING AND COMMUNITY DEVELOPMENT PLAN (HCDP)
Re-Adopted June 15, 2016

Belknap County has a number of housing and community development needs which have been identified in regional community planning initiatives; the preference is to encourage the attainment of these goals through cooperation with municipalities within the County and regional entities serving the residents of our County.

The Belknap County Housing and Community Development Plan (HCDP) identifies those needs. The Plan provides a basis for guiding Belknap County's housing and community development objectives and actions.

The goals and objectives of this plan are inter-related and reflect general community planning goals, specific policy objectives, and actions (long and short term), consistent with the national Housing and Community Development Act of 1974, as amended, and the state's objectives listed in Chapter CDFA 300 Community Development Block Grant Program Rules (CDFA 305.01 & 310.01). Priority will be given to the needs of low and moderate-income persons, minorities, and disadvantaged people.

Belknap County states that as a matter of policy, it will minimize the involuntary displacement of households from their neighborhoods.

Goals and objectives of this plan, are as follows:

- 1: Direct benefit to low and moderate income persons or households;
- 2: the prevention or elimination of slums and blight; and
- 3: Elimination of conditions which seriously and immediately threaten the public health and welfare.

In addition, the State of New Hampshire has defined its own objectives for the Community Development Program. Consistent with National Objectives, the State through the NH Community Development Finance Authority works with the non-entitlement municipalities to improve housing, public facilities, and/or employment opportunities primarily to low- and moderate-income persons or households.

Goals and Objectives of this plan also address as many of the following State objectives as appropriate for CDBG grant awards, and priority will be given to projects that have a public benefit, in both the short and long-term:

State Objective 1: Implementing the Housing and Community Development Plan and conforming to local plans and ordinances;

State Objective 2: Preserving and promoting existing neighborhoods and community centers;

State Objective 3: Restoring and preserving properties which have historic, cultural, architectural or aesthetic value;

State Objective 4: Solving community problems with long term benefits and innovative solutions;

State Objective 5: Successfully raising funds or securing matching funds and resources from public and private sources; and

State Objective 6: Funding needed projects for which other private or public funding shall not be available.

Belknap County's three-year short and long-term goals and objectives are as follows:

GOALS AND OBJECTIVES

The County of Belknap, embracing a regional perspective, encourages an atmosphere of cooperation and collaboration among its municipalities and regional entities, including businesses and civic organizations, which is conducive to improving and strengthening the civic and physical infrastructure. The County encourages activities that enhance quality of life factors including safety, affordable housing, childcare, education, health services, and recreation.

The goals that follow, focus on those tasks that are consistent with National and State objectives for Housing and Community Development Plans and which the County of Belknap can most effectively encourage to shape the desired pattern of growth and sustainable economic opportunity within the region that is clean, non-polluting, and diversified.

GOAL 1: Promote and support the development of a balanced and diverse regional economy, which uses the region's natural, built, and human resources, while respecting the limitations of the environment.

Objective 1: Encourage and assist units of local government and the private sector to provide the basic ingredients necessary for a diversity of employment opportunities and the continued economic stability of Belknap County, specifically: properly zoned facilities, sites and land; infrastructure; trained labor force; utilities; and transportation.

Objective 2: Work with communities as appropriate to encourage full use of existing commercial/industrial facilities/sites and under-utilized building in the region for a variety of economic uses, taking advantage of existing services.

Objective 3: Encourage and assist units of local/state government to provide adequate and safe services, transportation, and amenities to enhance the competitive opposition of the region's existing industries and businesses.

Objective 4: Recognize the strengths and weaknesses of resource-based economic activities and encourage fuller use of the region's resources for environmentally sound economic pursuits by supporting an economic base, which is clean non-polluting, diversified, and sustainable.

Objective 5: Encourage the prudent use of natural resources especially water, timber, and undeveloped land.

Objective 6: Support the role of Belknap County Economic Development by encouraging regional economic development activities, such as the Belknap County Revolving Loan Fund, to facilitate appropriate development opportunities that enhance the standard of living for Belknap County residents.

GOAL 2: Encourage municipalities in Belknap County to facilitate adequate, safe, and convenient housing for all age and income groups.

Objective 1: Encourage cooperation and collaboration among local government units, state entities, private developers, and/or non-profit organization that strive to diversity housing patterns with a wide range of quality accommodation and prices including house for the workforce, the elderly, and the disabled.

- Objective 2: Encourage municipalities to address sustainable housing and growth in their master plans, which preserve and promote existing neighborhoods and village centers.
- Objective 3: Encourage full use/occupancy of historic structures to retain and enhance their economic viability and ensure that significant historic and architectural site in Belknap County will be preserved and maintained.

GOAL 3: Promote activities by Belknap County municipalities that protect the health and safety of County residents and visitors.

- Objective 1: Collaborate on adequate law enforcement and emergency support where and when a regional approach is cost-effective, reasonable, and appropriate.
- Objective 2: Encourage municipalities individually and collectively, to seek solutions to problems which pose risks to the safety, health, and welfare of resident and visitors, including bringing drinking water supplies and sewage treatment facilities into conformity with federal and state standards.
- Objective 3: Advocate for a transportation system, local and regional, that facilitates the timely movement of people, goods, and services throughout the community while minimizing traffic congestion and highway blight including initiatives that benefit persons of lower-income, disabled persons, youth and the elderly.

GOAL 4: Encourage member municipalities to support efficient and high quality community facilities, human/social services, and amenities to meet the existing and future needs of Belknap County residents and visitors.

- Objective 1: Promote and support, as appropriate for County government, the delivery of human/social services by local, charitable, and institutional organizations.
- Objective 2: Encourage outside agencies to periodically review community services and facilities to assess utilization levels, efficiency, and available capacity.
- Objective 3: Foster cooperation and collaboration in the business, non-profit, and public sector to better serve the educational, recreational, and leisure needs of the community.
- Objective 4: Foster collaboration that preserves the region's natural, physical, and social environments while promoting the County's quality of life and quality of place.

Federal CDBG grant funds awarded shall be consistent with the national objectives and shall, at a minimum, provide improved housing in accordance with Section 8 standards, public facilities, or employment opportunities primarily to low and moderate income persons or households. Grants shall not benefit moderate-income persons to the exclusion of low-income persons.

Date Adopted: June 15, 2016

Debra Shackett
Belknap County Administrator

BELKNAP COUNTY
RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Every effort will be made to minimize temporary or permanent displacement of persons due to a CDBG project undertaken by the municipality.

However, in the event of displacement as a result of a federally funded award, Belknap County 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 CDFA 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

Belknap County anticipates no displacement or relocation activities will be necessitated by this project. Should some unforeseen need arise, the County 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: Debra Shackett
Title: Belknap County Administrator

Signature: _____

Date of Adoption: June 15, 2016

MUNICIPAL CERTIFICATION

To the best of my knowledge, the data in this application is true and correct, and this application submittal has been authorized by Belknap County, New Hampshire. Belknap County will comply with all federal and state laws, rules, regulations and requirements, including those in PART Cdfa 300 - CDBG Administrative Rules.

Furthermore, I certify that:

- The municipality affirmatively furthers fair and affordable housing;
- Where applicable, the proposed project is consistent with the municipal master plan, the Housing and Community Development Plan (HCDP), the Residential Antidisplacement & Relocation Assistance (RARA) Plan and that all planning and zoning requirements have been, or will be, met;
- Where applicable, the municipality shall provide adequate funds to operate and maintain the public facility or improvement after the completion of the project. Not Applicable.

Debra Shackett
Name of Designated CEO:

Belknap County Administrator
Title:

Signature

June 15, 2016
Date

NOTARY SECTION

State of New Hampshire

County of Belknap

On this 15th day of June 2016 before me _____, the undersigned officer, personally appeared Debra Shackett, who acknowledged herself to be the Belknap County Administrator, and that she, as such, being authorized so to do, executed the foregoing certification for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand and official seal.

Seal

Notary Public/Justice of the Peace

My Commission expires: _____

Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing
and Urban Development

OMB Approval No. 2510-0011 (exp. 9/30/2013)

Instructions. (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

Applicant/Recipient Information

Indicate whether this is an Initial Report or an Update Report

1. Applicant/Recipient Name, Address, and Phone (include area code): Belknap County 34 County Drive Laconia, New Hampshire 03246 (603)527-5400	2. Social Security Number or Employer ID Number:
3. HUD Program Name CDBG	4. Amount of HUD Assistance Requested/Received Up to \$500,000
5. State the name and location (street address, City and State) of the project or activity: Child Advocacy Center, 95 Water Street, Laconia, NH	

Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3). <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9 <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No.
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If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form. **However,** you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name and Address	Type of Assistance	Amount Requested/Provided	Expected Uses of the Funds
NH CDFA	CDBG	Up to \$500,000	Child Advocacy Center

(Note: Use Additional pages if necessary.)

Part III Interested Parties.

- You must disclose:
- All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
 - any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation in Project/Activity	Financial Interest in Project/Activity (\$ and %)
Project will be acquisition and/or Renovation (will be bid)			Up to %500,000

(Note: Use Additional pages if necessary.)

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

Signature: X	Date: (mm/dd/yyyy) June 15, 2016
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CDFA
 Community Development Finance Authority
Strengthening New Hampshire's Communities

FORM 3-A
Environmental Review for Activity/Project that is
Exempt
Pursuant to 24 CFR Part 58.34(a)

Project Name: Child Advocacy Center, 95 Water Street, Laconia
 Responsible Entity (Municipality): Belknap County
 Sub-Recipient (if different than Responsible Entity): Granite State Children's Alliance
 Preparer: Donna Lane
 Certifying Officer Name and Title: David D. DeVoy II, Chairman Board of Commissioners
 Project Address: 95 Water Street, Laconia, NH
 Total CDBG Grant Amount: Up to \$500,000
 Exempt CDBG Activity Estimated Amount: Up to \$50,000
 Description of the Proposed Project: Acquisition and/or Renovations for Child Advocacy Center

Level of Environmental Review Determination (please pick one or both from below):

Activity/Project is Exempt per 24 CFR 58.34(a)

As Chief Certifying Official of the Applicant, I hereby certify that the activities from the above mentioned project have been reviewed and determined to be Exempt activity(ies) per 24 CFR 58.34 as follows (check those that apply):

<input checked="" type="checkbox"/>	58.34(a) (1). Environmental & other studies, resource identification & the development of plans & strategies;
<input type="checkbox"/>	58.34(a) (2) Information and financial services;
<input checked="" type="checkbox"/>	58.34(a) (3) Administrative and management activities;
<input type="checkbox"/>	58.34(a) (4) Public services that will not have a physical impact or result in any physical changes, including but not limited to services concerned with employment, crime prevention, child care, health, drug abuse, education, counseling, energy conservation and welfare or recreational needs;
<input checked="" type="checkbox"/>	58.34(a) (5) Inspections and testing of properties for hazards or defects;
<input type="checkbox"/>	58.34(a) (6) Purchase of insurance;
<input type="checkbox"/>	58.34(a) (7) Purchase of tools;
<input checked="" type="checkbox"/>	58.34(a) (8) Engineering or design costs;
<input type="checkbox"/>	58.34(a) (9) Technical assistance and training;
<input checked="" type="checkbox"/>	58.34(a) (10) Assistance for temporary or permanent improvements that do not alter environmental conditions and are limited to protection, repair, or restoration activities necessary only to control or arrest the effects from disasters or imminent threats to public safety including those resulting from physical deterioration;
<input type="checkbox"/>	58.34(a) (11) Payment of principal and interest on loans made or obligations guaranteed by HUD;
<input type="checkbox"/>	Other _____ _____ Requires CDFA approval

The responsible entity must also complete and attach the **58.6 Compliance Checklist**.

With reference to the above Program activity(ies)/Project, I, the undersigned officer of the grantee, accept responsibility under the National Environmental Policy Act for environmental reviews, decisions and actions. By my signature below, I certify that I am authorized to, and do personally accept the jurisdiction of the Federal Court for enforcement of the aforesaid

responsibilities. In addition, we request that the environmental conditions attendant to the above referenced grant activities be released so that, upon Governor and Council approval (where applicable), funds may be drawn down for Exempt (§58.34), Categorical Excluded Not Subject to §58.5[§58.35(b)]. I understand that any activities not listed above are subject to all rules applicable to 24CFR58 and that funds may be not be obligated without a notice of removal of environmental conditions from CDFA

Responsible Entity Agency Official Signature:

Name/Title/Organization: Belknap County

Authorized Certifying Officer Signature David D. DeVoy II Date: June 15, 2016

Name/Title: Chairman, Belknap County Commissioners

Preparer Name: Donna Lane

Preparer Signature: Donna Lane Date: June 12, 2016

Any costs incurred prior to contract approval by the Governor and Executive Council (if applicable) of the State of New Hampshire will be at the risk of the applicant. You may not incur any cost except for those authorized by CDFA prior to release of funds notification. All applicable State and Federal regulations including but not limited to procurement and debarment apply to the activities stated above.

CDBG Environmental Review Compliance Checklist for 24 CFR §58.6

Other Requirements

Complete for all projects, including Exempt (§58.34), Categorically Excluded Subject to §58.5 [§58.35(a)], Categorically Excluded Not Subject to §58.5[§58.35(b)], and Projects Requiring Environmental Assessments (§58.36). Must be completed for each individual property address included within the project.

Project Name: Project Name: Child Advocacy Center, 95 Water Street, Laconia

Project Number: Proposed 160401-CDPF

§58.6(a) and (b) Flood Disaster Protection Act of 1973, as amended; National Flood Insurance Reform Act of 1994

Does the project involve: Formula grants made to states, State-owned property, small loans (\$5,000 or less), assisted leasing that is not used for repairs, improvements, or acquisition?

Yes No

If Yes, compliance with this section is complete.

If No, continue.

Is the project located in a FEMA identified Special Flood Hazard Area?

Yes No

If No, compliance with this section is complete.

If Yes, continue.

Is the community participating in the National Flood Insurance Program (or has less than one year passed since FEMA notification of Special Flood Hazards)?

Yes No

If Yes, Flood Insurance under the National Flood Insurance Program must be obtained. If HUD assistance is provided as a grant, insurance must be maintained for the economic life of the project and in the amount of the total project cost (or up to the maximum allowable coverage, whichever is less). If HUD assistance is provided as a loan, insurance must be maintained for the term of the loan and in the amount of the loan (or up to maximum allowable coverage, whichever is less). A copy of the flood insurance policy declaration must be kept on file in the ERR.

If No, Federal assistance may not be used in the Special Flood Hazards Area.

Cite and attach source documentation: (Documentation should include a FEMA Flood Map showing project location in reference to flood zone designation. If flood map is not available, use best available information.)

For additional information see:

FEMA Map Service Center: <http://www.msc.fema.gov>

§58.6(c) Coastal Barrier Improvement Act, as amended by the Coastal Barriers Improvement Act of 1990 (16 U.S.C. 3501) Not Applicable *Please Move on to the next section CDFA 11/13/14.*

Per FEMA's and the US Fish & Wildlife Service's web sites; New Hampshire does not have designated Coastal Barrier Resource System areas/communities. (Per Federal Consistency Coordinator, New Hampshire Coastal Program DES 11/13/2014).

§58.6(d) Runway Clear Zones and Clear Zones [24 CFR §51.303(a) (3)]

Is your project located near Concord, Manchester or Portsmouth Airports?

Yes No

If No, compliance with this section is complete.

If Yes, continue below.

Does the project involve the sale or purchase of existing property?

Yes No

If No, compliance with this section is complete.

If Yes, continue below.

Is the project located within 2,500 feet of the end of a civil airport runway (Civil Airport's Runway Clear Zone) or within 15,000 feet of the end of a military runway (Military Airfield's Clear Zone)?

Yes No

If No, compliance with this section is complete.

If Yes, Notice must be provided to buyer. The notice must advise the buyer that the property is in a Runway Clear Zone or Clear Zone, what the implications of such a location are, and that there is a possibility that the property may, at a later date, be acquired by the airport operator. The buyer must sign a statement acknowledging receipt of this information, and a copy of the signed notice must be maintained in this ERR.

To determine if your project falls in the Clear zone please use the following link. Radius Tool: <http://www.freemaptools.com/radius-around-point.htm> input your address on top, go below the map and fill in the feet space, click on map and the radius will be shown. If you have questions please call CDFA.

Cite and attach source document (Map indicating project site in proximity to end of runway):

For more information see:

Airport Information: <https://www.hudexchange.info/environmental-review/airport-hazards/>
<http://www.airnav.com/airports/>

HUD Airport Hazards Guidance: <https://www.onecpd.info/environmental-review/airport-hazards/>

Notice to Prospective Buyers: <https://www.onecpd.info/resource/2758/notice-prospective-buyers-properties-in-runway-clear-zones/>

04/27/2015

PUBLIC HANDOUT

Public Hearings, June 15, 2016, 9:00am

Public Hearing – Child Advocacy Center CDBG Application

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available on a competitive basis for public facility and housing projects, up to \$500,000 for economic development projects and up to \$500,000 for emergency activities. All projects must directly benefit low and moderate income persons. Up to \$12,000 per study is available for Planning Grants.

The purpose of this Community Development Block Grant funding request is a proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant funds. The County will retain some of the funds for administration costs and sub-grant the benefits of the remainder to Granite State Children's Alliance for the acquisition and/or rehabilitation of 95 Water Street in Laconia into a Child Advocacy Center, the Greater Lakes Child Advocacy Center. The majority of the GSCA clients are of low or moderate income.

This project conforms with Belknap County's Housing and Community Development Plan's Goal of: Encourage member municipalities to support efficient and high quality community facilities, human/social services, and amenities to meet the existing and future needs of Belknap County residents and visitors. Objective 1: Promote and support, as appropriate for County government, the delivery of human/social services by local, charitable, and institutional organizations

Public Hearing – Housing and Community Development Plan

Discuss the updated Housing and Community Development Plan (no changes to plan last adopted January 22, 2014).

Residential Antidisplacement and Relocation Assistance Plan

Although this project does not involve any displacement or relocation of persons (or businesses), if the County were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated.

Public Hearing – Progress of River's Edge Affordable Housing CDBG project.

During a CDBG project a progress public hearing is to be held to update the public on the progress of the project. The County received a \$250,000 CDBG on behalf of Laconia Area Community Land Trust, or its designee, for sitework and/or demolition in support of 32 units of affordable housing at 126 Union Avenue. All of the units of affordable housing will be for low and moderate income households. River's Edge is expected to be complete in July.