

**MINUTES OF HAVERHILL SELECTBOARD REGULAR MEETING  
MONDAY January 9, 2017  
6:00 PM**

**DRAFT SUBJECT TO REVIEW, CORRECTION AND APPROVAL AT THE NEXT MEETING**

**Board Members Present:** Chairman Wayne Chairman Fortier, Mike Bonanno, Tom Friel, Chris Luurtsema, Darwin Clogston

**Town Manager:** Jo Lacaillade

**Members of the Public Present:** Ron Derosia, John Bauer, Judy Bauer, Alvin Fadden, Diane Fadden, Jeff Bishop, Cindy Bishop, Ed Shanshala-Ammonoosuc Community Health Center, Donna Lane CDBG grant administrator, Ed Ballam-Journal of Opinion, Police Chief Byron Charles

**Call Meeting To Order:** Chairman Fortier called the meeting to order at 6:00 PM

**Pledge of Allegiance**

**Agenda Approval (additions\deletions completed by Board consent):** Tom Friel made a motion to approve the agenda as written, seconded by Chris Luurtsema and carried unanimously.

**Approval of Consent Agenda:**

Mike Bonanno made motion to approve the consent agenda and it was seconded by Tom Friel. Darwin Clogston stated that members of the public were not listed in the minutes. He also said that there were several places where a motion had been made and seconded but the final action not reported. Mike Bonanno amended his motion to approve the minutes as corrected; Tom Friel seconded the motion and the minutes will be corrected.

**ATV Alternate Trail:** The Board reviewed a proposal from the ATV Club that would allow OHRV's to use designated both Class V & VI roads in the Haverhill to connect with the trail in Woodsville. This would need the cooperation of the Woodville Fire District and the State of New Hampshire because of the route being proposed. After some discussion it was decided that the Town will hold a public hearing on February 6<sup>th</sup>, 2017 to take input before any decisions to proceed are made.

**Public Hearing-Proposed Improvements to the Ammonoosuc Community Health Services Facility Community Development Block Grant Application**

Mike Bonanno made a motion to enter a Public Hearing regarding the Application for a CDBG grant for the Ammonoosuc Community Health Services Facility, the motion was seconded by Tom Friel and carried unanimously. Donna Lane presented the following:

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 \$350,000 for emergency activities. All projects must directly benefit low and moderate income persons. Up to \$12,000 per study is available for Planning Grants.

This is a proposed application to the Community Development Finance Authority for up to up to \$500,000 in Community Development Block Grants. The town will retain up to \$25,000 for administrative expenses and the remainder will be used to make physical improvements to the Ammonoosuc Community Health Services' facility in Woodsville, enabling the organization to better serve its predominantly low- and moderate-income clientele.

This project conforms with Haverhill's Housing and Community Development Plan's Goal of: **Goal:** Promote activities that protect the health and safety of residents and visitors. (Short-term and Long-term goal).

The Public was asked for comment but there was none.

Mike Bonanno made a motion to close the public hearing, seconded by Tom Friel and carried unanimously.

Mike Bonanno made a motion to open a public hearing regarding the Housing and Community Development Plan. The motion was seconded by Chris Luurtsema and carried unanimously. Donna Lane reviewed the Housing and Community Development Plan that is up for review and adoption.

The Town of Haverhill commits to the following goals to meet its Housing and Community Development needs:

**Goal:** Encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups. (Short-term and Long-term goal).

**Goal:** Encourage economic development activities to increase quality industrial and commercial development. Encourage the expansion and retention of employment opportunities for residents. (Short-term and Long-term goal).

**Goal:** Encourage municipal and private water and wastewater systems that are safe, sanitary and that meet DES regulations. (Short-term and Long-term goal).

**Goal:** Preserve and promote the town's historically and culturally significant structures. (Short-term and Long-term goal).

**Goal:** Promote activities that protect the health and safety of residents and visitors. (Short-term and Long-term goal).

As a matter of policy, Haverhill will minimize the involuntary displacement of households from their neighborhoods.

These goals are consistent with Haverhill's Master Plan and Ordinances.

Any federal CDBG grant funds awarded to address any of these goals shall be expended consistent with national objectives and shall, at a minimum, provide improved housing in accordance with Section 8

standards, be used for public facility projects, employment opportunities, or feasibility studies. All CDBG funded projects, shall primarily benefit low and moderate income persons or households, and shall not benefit moderate income persons to the exclusion of low income persons.

The Public was asked for comment but there was none.

Tom Friel made a motion to close the public hearing, seconded by Chris Luurtsema and carried unanimously.

Mike Bonanno made a motion to open a Public Hearing regarding the displacement and relocation certification. Seconded by Chris Luurtsema and carried unanimously.

Donna Lane reviewed the required Displacement and Relocation Certification that needs to be adopted.

## **DISPLACEMENT AND RELOCATION CERTIFICIATION**

### Town of Haverhill

#### RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Every effort will be made to avoid temporary or permanent displacement of an individual due to a CDBG project undertaken by the Town.

However, if the situation should arise, the Town of Haverhill 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:

- 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, 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. A lump-sum payment equal to the capitalized value of the compensation available under subparagraph 1. above or a Section 8 certificate of voucher for rental assistance provided through New Hampshire Housing Finance Authority.
- i. 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; and
- j. The right of appeal to the director of CDEA where a claim for assistance under subparagraph 2. above, is denied by the grantee. The director's decision shall be final unless a court determines the decision was arbitrary and capricious.
- k. Subparagraph (2) a. through g. 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

The Town of Haverhill anticipates no displacement or relocation activities will be necessitated by this project. Should some unforeseen need arise, the Town 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.

The Public was asked for comment but there was none.

Mike Bonanno made a motion to close the public hearing, seconded by Chris Luurtsema and carried unanimously.

Mike Bonanno made a motion to adopt the RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN; seconded by Chris Luurtsema and carried unanimously.

Mike Bonanno made a motion to adopt the Housing and Community Development Plan; seconded by Chris Luurtsema and carried unanimously.

Mike Bonanno made a motion to approve the submittal of the application and authorize the Chairman of the Board of Selectmen to execute any documents which may be necessary to effectuate the CDBG contract and any amendments thereto. The motion was seconded by Chris Luurtsema and carried unanimously.

**Scheduled Public Appearance(s): none**

**Comments of the Public: none**

**Town Manager's Report:**

The Town Manager budget for 2017 is done. Advisory Budget Committee meetings are slated to start this Thursday but I have not had confirmation from all members. I know presently that 2 of the 7 cannot meet this week.

We already discussed the alternate plan for the ATV trail earlier in the meeting.

A second meeting with Grafton County is scheduled to discuss the sewer line and maintenance of that line going forward.

**Non Public Session Per RSA 91-A:3 (a) Personnel Matter**

Chairman Fortier stated that Chief Charles is present and is on the agenda for later in the meeting and asked that they move him up on the agenda. Mike Bonanno made a motion to suspend the regular meeting and enter a non-public session per RSA 91-A:3 (a) to discuss a personnel issue. The motion was seconded by Chris Luurtsema. The Board was polled and all were in favor. The Board went into non-public session at 6:50 pm.

The Board came out of non-public session and reconvened the regularly scheduled meeting at 8:21. No motions were made and no actions were taken and a vote was taken to seal the minutes.

**Pending (Old) Business:**

➤ **Henson Boundary Agreement**

Mike Bonanno made a motion to approve the Boundary Line Agreement with Douglas and Bonnie Henson as presented. The motion was seconded by Tom Friel and carried unanimously. The document was executed and notarized.

**New Business:**

➤ **Northern Pass Action Request**

**Commission/Committee Reports: None**

**Correspondence**

**Comments of the Public: None**

**Comments of the Town Manager: None**

## **Comments of Selectboard Members**

### **Adjourn Meeting**

Mike Bonanno made a motion to adjourn the meeting at 8:33 seconded by Tom Friel. The motion carried unanimously.