

REPORT OF THE HUMAN AFFAIRS COMMITTEE

MARCH 17, 2004

A meeting of the Human Affairs Committee was held Wednesday, March 17, 2004 at 7:00 p.m. in the Aldermanic Chamber.

Chairman Lori Cardin presided.

Members of the Committee present: Alderman Marc W. Plamondon, Vice Chair
Alderman-at-Large James R. Tollner
Alderman Kevin E. Gage
Alderman David D. Lozeau

Members not in Attendance:

Also in Attendance: Roger Hatfield, Assistant Fire Chief of Administration
Ed Lecius, Emergency Preparedness Director
Angelo Marino, Chief Assessor
Klaas Nijhuis, Deputy Manager, Urban Programs
Roger Houston, Director/Manager Planning Department
Paul Newman, Manager, Urban Programs
Sister Sharon, MP Housing

Chairman Cardin

I would beg the committee's indulgence to take the new business up before we do the communications that way the members that are here to speak briefly on some of these will not have to sit through the whole meeting.

**MOTION BY ALDERMAN CARDIN TO GO OUT OF THE REGULAR ORDER OF BUSINESS
TO TAKE UP ITEMS UNDER NEW BUSINESS
MOTION CARRIED**

NEW BUSINESS – RESOLUTIONS

R-04-15

Endorsers: Mayor Bernard A. Streeter
Board of Aldermen

**RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF \$409,927 RECEIVED
FROM THE STATE OF NEW HAMPSHIRE, DEPARTMENT OF SAFETY, INTO
SPECIAL REVENUE ACCOUNT 335-6350 "FY03 HOMELAND SECURITY GRANT"**

MOTION BY ALDERMAN TOLLNER TO RECOMMEND FINAL PASSAGE

ON THE QUESTION

Chairman Cardin

I know we have a few members here that would like to speak to us on this – Roger Hatfield, Ed Lecius, and Angelo Marino. Please join us.

Roger Hatfield

This actual resolution is to accept our first real opportunity to get Homeland Security Grant funds for equipment purposes and to the City of Nashua. This list of equipment that you have in front of you is out of the ordinary due to the fact that most people think that the equipment that we would be getting would be chemical suits, respirators, and things like that. The City of Nashua with our regional HAZMAT team along with the police department, the bomb squad, and the SWAT team – we have been working on that for a few years prior to this so the City put together an advisory committee that looked at what would be best suited for the city. The areas that we focused on was data information, working with the GIS division to get that into the hands of the first responders. That is really the big part of the funds that we are going to utilize. These funds are exactly to be used on only this project though. It can only be used for clinic, cannot be used for personnel, facilities, vehicles.

The key part here that I think we should maybe discuss and I would like Ed Lecius or Angelo to jump in at any time, is the pictometry that will allow GIS to expand its abilities and give us three dimensional views on the whole city is a big part. The other part, and I know it has been a very touch issue, is the fiber plant. You know that the police department, fire department, and most of the city officials are behind and supportive to that. Well this kind of give you an idea of how important fiber is – the Federal Government is also supporting it within this plan of \$51,000 to go towards the ends to the fiber. One thing we had to be extremely careful is that we were not supplanting our city budget. I have a document that shows that. They were crystal clear the federal government is regards to supplanting your budget. We had sat down with IT as a committee and we knew that we still needed some other equipment for the fiber to allow for the first responders to utilize that data that could be pushed through the fiber plant.

We are excited. This is one stage where we are hoping that we will be just as fortunate for 2004 to continue with our support from the State and from the Federal Government with Homeland Security funds. I really at this point would like to bounce the floor to either Ed or Angelo if there are any thing I might have missed.

Angelo Marino

One of the products that we will acquire, one of the technologies, is a new and emerging technology. It is called pictometry and it is digital images, but unlike the images that you see now when you look at the GIS, which is really just rooftops and a straight down view. Pictometry is a oblique angle view. There are images taken from opposing angles so you can see all four sides of any property in the city. The technology also allows us to use special tools that can actually do measurements. We could measure the height of telephone polls, you can measure the height of trees, measure the height of buildings, you can do line of sight so if there are hostage situations and you knew where the hostage was you could determine how high the

hostage was, where you had to get to be able to see that hostage from any other building that is in the vicinity – it adds a tremendous application for public safety – for police and fire.

The one nice thing about the license that we are getting from pictometry is that we are the sight licensee, which means that any city official can utilize the software – we can install it as many times as we want on city computers. We can virtually have it replicated for any public safety venue at all. We can have copies at the police station; we can have copies at all the fire stations so that any of the first responders will have access to this information. The other nice thing as a side benefit is that any department in the city will be able to use it. Planning will be able to use it when they are looking at site plans. The Building Department will be able to use it. I will be able to use it in the Assessor's office. Risk Management is very excited about getting this because they can now build a library of all of the city facilities with 3-D images of all city facilities.

It is a tremendous product and a tremendous opportunity. Since the Federal Government is going to pay for it, it is doubly beneficial to us.

Chairman Cardin

What is the ongoing cost? Is there an ongoing cost of maintaining this equipment if we have it?

Angelo Marino

It is a 6-year term and there is an initial 2-year license. The 2-year license will cost us \$45,000. If we decide to re-up in 2 years yes there will be a cost for that. One of the benefits I think of us getting this as one of the first communities in New Hampshire we have been trying to acquire this technology here in the city for about a year and a half. Because of pictometry structure they don't like to fly one city at a time. They like to do large areas. They like to do counties; they like to do planning districts. If we were to do the entire county of Hillsborough our cost would have only been about \$13,000 a year. I have a feeling that once we get it up and running we will have a lot of other communities surrounding us, which will benefit us because we can share the costs of the images that are taken on our borders. Essentially you take all of the images that were taken on the borders and you cut that cost in half and half goes to one community and half goes to another. There is a recurring cost. I quite frankly think that once police, fire, and everybody else in the city utilizes it I think every department in the city will find money in their budget to fund the additional cost.

Roger Hatfield

I do want to make it clear though that the \$45,000 that Angelo talked about is part of this grant so it doesn't really cost the city any money. We are using our Homeland Security Equipment Grant for that.

Alderman Deane

I was kind of confused of what Angelo said about the fly over where it would be cheaper if we did the whole county instead of just within the boundaries of the city – is that what you said?

Angelo Marino

Yes.

Alderman Deane

Why wouldn't we do the whole county?

Angelo Marino

First of all we can't afford to do the whole county ourselves obviously. It is considerably expensive to fly something that large. I have attempted, I sent out two mailings to every city and town in the county asking them to get involved with us on this project. We had 3 demonstrations here in the city inviting police, fire, building officials, planning officials from throughout regional planning district as well as the county and we really didn't get any bites from any other cities and towns. They felt that they didn't want to spend the money to acquire this technology. They didn't for whatever their reasons were they didn't want to acquire the technology in this year. That is the reason why we are only going to do the City of Nashua.

Alderman Deane

My other question is for Roger when he had made the remark pertaining to the fiber optic. You used the words ends Roger. Are you talking about termination work?

Angelo Marino

I believe that is the Hudson and the work at the end in the buildings yes. It is not for the fiber itself, but it is for – I believe it is ..

Alderman Deane

The HUB that pushes the lines to the units?

Angelo Marino

I believe it is HUBs and that type of information. It is really at the terminus of the fiber it is not the fiber itself. That is the way it has been explained to me. That is as much as I know about it. I am sorry Alderman Deane.

Alderman Deane

So they will terminate it in the HUB and then we are responsible from the HUB into the buildings?

Angelo Marino

I believe so.

Roger Hatfield

This equipment that Ken had given us for a list, and I apologize Ken was not able to make it. He is on vacation. Is truly once the fiber comes into the building for us to utilize it for the aspects of the GIS and for all that data being pushed through that is what the equipment that Ken put on this list is for.

Alderman Deane

Thank you.

Alderman Lozeau

This system wouldn't work without fiber?

Roger Hatfield

Again one of the things we were looking at and the city has been looking at for about two years is fiber. We have been trying to figure out ways that we can get information data from the police department to the fire department, from the fire department to the City Hall, and into the Health Department faster. I am sure there is. I know that there is that technology there. It is slower and will probably cost us money because we have to purchase modems..

Angelo Marino

The fiber optic network piece of this, the \$51,000, is to activate the portion of the network for the 6 fire stations and the Communications Center and it requires an investment of fiber enabled networking equipment so it is networking equipment in the fire stations and in the ELC in order to take advantage of the fiber if the fiber were installed.

This is something that is not in the fiber contract so this is an add on piece that we will need if we elect to do the fiber.

Roger Hatfield

Again the reason why it wasn't part of the fiber itself is that we were already looking at that and that would then fall into the supplanting of our city budget. That is the reason why it was kicked out the first time is that we didn't give enough description of how it was going to be utilized and how was it not part of the normal fiber plan that we originally had going out there.

Alderman Lozeau

The GIS 3-D pictorial is that a library thing or is that on demand thing?

Angelo Marino

They deliver an image library and one of the benefits of signing up again in 2 years is they will re-image for us so we will never be farther than 2 years out of date with our image, but it is an

image library. It is not a real time image. It is a static image and it will be taken if this is approved sometime this spring.

Alderman Lozeau

Couldn't you take the library images and put them on a laptop type of thing?

Angelo Marino

We can do that it is just that it is rather large. We estimate around 30 BG for the entire image library.

Alderman Lozeau

Thank you.

Roger Hatfield

We did try that once and it was very slow.

Angelo Marino

With the laptops that are being developed you can buy a 60GB laptop – we will be able to put it on laptops and that is one of the things that we anticipate will happen is that fire trucks will have a laptop with pictometry in it. The command van will have a laptop with pictometry in it so yes we will be doing that.

Ed Lecius

As Roger mentioned this is our first bite at the apple and the way that the money is dolled out from the feds to the state as we prepare for the next round of 2004 one of things that is a caveat with them is that if you haven't spent what you have already gotten then they will not give anything in the next round. We have already started meeting with the various individuals and departments involved to plan for 2004. Now that we have clarified it and got the feds to reserve and more to release the expenditures here in the state level we are hoping to move forward. I think that the fiber piece in there in no way commits the city to going forward with that project. It is there. We can go back in and revise that if that doesn't come to play.

One of the other things that is down the road is the police and fire departments are looking at CAD system, which will allow expanded uses for each department in their response capabilities while they are in route to a situation. This could be redirected towards that project or some other things.

Alderman Plamondon

Just to try to clarify. This is being referred to as a GIS 3-D pictorial so this is another layer to add to our existing GIS software package?

Angelo Marino

It is not truly a GIS product. It is software, which has been designed to take advantage of oblique imaging. It will be utilized in the GIS yes, but it is not truly a GIS product. It is an enhancement to our GIS.

Alderman Plamondon

Have we tested it? We know that it interacts and works well with the GIS?

Angelo Marino

I have seen it 7 times now. The most recent revision to their software is truly remarkable. It allows us to take our data layers and lay them right over the 3-D images so that you can see our data layers on their image. It has a – they have a change detection feature that they have just implemented, which allows you to take a computer screen and it becomes a split screen and you have a traditional ortho image on the left side and in this case it would be our 2001 images, and you have the brand new ortho image on the right side and as you move the slider at the bottom of the screen both images cross at the same point so that you can see the actual change in the geography that has occurred over the last three years. You can see where a building is now built and you can move the slide bar back and forth and can see it used to be a vacant property and now there is a building there. It is remarkable technology it really is. It will be a tremendous benefit to just about every department in the city. I haven't found one department that I have not been able to find a use for this type of technology.

Alderman Plamondon

Especially in that scenario it sounds like a big asset for Assessing.

Angelo Marino

It is a tremendous asset for us.

Alderman Plamondon

We had talked about fly over – it was mentioned earlier it would be less expensive if we could get the communities of Hillsborough County involved. This seems like it marries well with GIS. What other communities in Hillsborough County already have GIS. I am wondering like if Manchester has GIS.

Angelo Marino

Manchester has an emerging GIS. They just contracted for a flight this spring. The Nashua Regional Planning Commission has a GIS layer for just about every community in its district. GIS is becoming more and more a part of any municipal government. I don't have a hard and fast statistic for you, but I have to say it is growing every year. The communities are all beginning to acquire the technology. All the communities around us have it. Hollis has it, Amherst has it, Milford has it, Hudson has it, Merrimack has it, Litchfield has some, but not a lot

of it. Most of the communities around do have it as well as the communities to the south of us. All the communities that border us to the south have a GIS. I have GIS layers of all their city streets, which we utilize in our cross border drill last year to be able to show where the streets match up between Nashua and the Massachusetts communities.

One of the things that is interesting about Massachusetts is the State of Massachusetts has bought pictometry for the entire state so everybody in the state has access to it.

Alderman Plamondon

It sounds as though the majority of the county has GIS, but to date they haven't caught up to us with this need or desire for the 3-D pictorial?

Angelo Marino

No that is certainly true. You will find that just about anybody else in the State is lagging behind us in our GIS development. We are constantly referred to as a premier developing site.

Alderman Plamondon

We are use to being Number 1 so that is okay with me. On the same vein of debate here, many of the communities that you listed are part of Souhegan Valley and we have our regional HAZMAT – have they looked at any more detail or can we apply pressure on them or funding that they get for Homeland Security to do a fly over so that we will have at least for our HAZMAT as well as Homeland Security ..

Angelo Marino

One of the things that we did when – for the first pictometry demo we sent a letter to all of the communities that are in our mutual aide agreement asking them to come and see it and we only got a response from half a dozen or so that actually did come and see it. We are looking at that.

Ed Lecius

One of the things that you run into when you go to some of the smaller communities they are getting grants as well, but their initial needs are somewhere below where we are at because I think thanks to Roger and my predecessor Mike Jones, and the support that they received from the city we have been very aggressive in all areas; HAZMAT, emergency management, and so we are ahead of the curve. Some of these other communities are in the process of building up for the curve. One of our selling points when we go to the state and the federal government is we do have regionalized programs in place for HAZMAT, the SWAT team, the dive team, and so that makes us an easier sell because they are not going to have to give money to you to start from the bottom, they can give us a little extra to enhance our capabilities to serve you and they can give the other money so that they can go in a direction to bring their department up as well.

Roger Hatfield

The other thing that goes with this is that we are the first community in the state that has gotten the approval for this. All the other communities in the state along with Manchester went after protective clothing, repertory protection, and that type of equipment. We went outside the box – we are the first community to be approved so now hopefully with the 2004 funds the other communities will follow suit.

Alderman Plamondon

A lot of my questions again so that the Nashua residents are watching will understand too because a lot of these things are common knowledge the agreements with Souhegan Valley and so on are mutual aide – my last line of questioning is along the discussions on the fiber optics. I couldn't find a listing of what the costs were for the various items that are incorporated in this. What is the cost for the fiber optics piece of this?

Roger Hatfield

You didn't get a copy of this with the Resolution? I apologize I thought this was going to be attached to the resolution. This is what is actually requested. I will make copies before I leave. In regards to the supplanting I will get you a copy of this and this has a total breakdown of every single item that we requested to the federal government and a breakdown of costs. That I thought was being attached to your resolution.

Angelo Marino

The fiber piece is \$51,000.

Alderman Plamondon

Has this piece been – you said it is like 60 GB of data.

Angelo Marino

Thirty gig.

Alderman Plamondon

Has this piece been tested with wireless technology? The next wave and it is already hitting quite strong in industry. Will this piece ..

Angelo Marino

I don't have an answer for you on that. I think it makes more sense quite frankly to load it on a stand alone on a laptop than to depend on where you are in any given community, transmission speeds, when you are talking obviously about first responders you want them to have access to the data immediately. I really don't have an answer whether it has been tested for the wireless environment. When you are talking about GB the difference between a 30GB and a 60GB laptop is minuscule today. It doesn't make much difference which one you are going to buy and obviously you would buy the bigger and the better. I can find out if that is an important question

for you I will find out if they are in the process of going over to wireless and running it.

Alderman Plamondon

It would be nice to know but .. Thank you Madam Chair.

MOTION CARRIED

R-04-17

Endorsers: Alderman Lori Cardin

**RELATIVE TO THE USE OF EXISTING AND NEW HOME INVESTMENT
PARTNERSHIPS FUNDS FOR 119 TEMPLE STREET BY NEIGHBORHOOD HOUSING
SERVICES OF GREATER NASHUA**

MOTION BY ALDERMAN TOLLNER TO RECOMMEND FINAL PASSAGE

ON THE QUESTION

Klaas Nijhuis

The resolution you have before you is for the funding commitment of our home partnership monies for the present year and next year. That portion of this year's funds that are available for rental housing development and a portion of next year's fund also for the same line item. The project is a 28-unit family development, 2 and 3 bedroom units, and the appropriate amount of parking. It conforms with zoning in all regards I believe. There may be some setback issues, but I am not aware of. Generally we tried to design a project that would meet the zoning requirements to a T. The project is located on the corner site of the St. Casimir church and rectory, and the project would utilize the existing church for development of 6 townhouse units and the rest of the units would be in a new structure adjacent to the church. Parking would be in front and there would be adequate play areas for the children. Again it is family housing not elderly housing. I don't know what else to tell you frankly. It is a wonderful project. It is one that was a hard time project developing in Nashua these days because of the available land issues. It is also a project that is very much needed. We still have very low vacancy rates, which drive up the price for rental housing. The housing is also targeted for families at or below 60% of median area income. Again median area income for households is \$78,000 these days. We are looking at families that make a little bit more than half of that. Some of the units will in fact be set-aside for families making half the median area income.

Chairman Cardin

The existing buildings, the church structure will stay. Is the rectory a separate building?

Klaas Nijhuis

The rectory is a separate building, and the plans call for its demolition.

Chairman Cardin

Any questions?

Alderman Lozeau

Is there a price tag on this?

Chairman Cardin

This is the FY '04 grant - \$582,617.

Klaas Nijhuis

For the total that we are asking for a commitment is \$750,000 from home funds from the two years. I don't have the resolution before me so I don't have access to the breakdown between the two years. This is being developed by what is called a Community Housing Development organization. There is a requirement by the federal government that 15% minimum of our annual HUD appropriation goes to CHOTOS that is what the Community Housing Organization's acronym is. That is the minimum, but anything that we can do above and beyond for development by CHOTOS is much appreciated and ranks favorably as we get evaluated by U.S. Department of Housing and Urban Development.

Alderman Lozeau

I question the price tag on the project. I did a rough calculation, and it is approximately \$200,000 a unit. That seems incredibly high to me and I just want to know if you know why.

Klaas Nijhuis

The development of affordable housing units that comply with federal regulations and the requirements of the investors – a large portion of the funding for this particular project is coming through low-income housing tax credits, and that is a program administered essentially through the IRS, and their oversight requirements for the investors are such that there is extreme requirements in terms of due diligence and compliance. That helps bring the price up. The various sources of funding to create a project like this are a bit more costly although a lot of them are what appear to be grants and soft money – it is very hard to get those monies because of the effort involved so there are a lot of legal costs involved. The acquisition costs of land these days is high, and the price for that particular property, because it is not something the city can give a particular project as there are other projects that are being considered in this city right now, the cost of acquisition is \$900,000 for this particular parcel. It is not out of line with the other projects that are before the New Hampshire Housing Finance Authority of this scope and magnitude specifically for affordable rental housing development.

Alderman Deane

I was going down the same path that Alderman Lozeau was going. Is this considered affordable housing?

Klaas Nijhuis

I don't think there is a clear legal definition of affordable housing, but what this intends to do is

to be priced at a monthly rent that is inclusive of utilities 30% of the household's monthly income, and these households make under 60% of the median area income. I know if you are taking out a mortgage and paying the property taxes the Fannie Mae for example will grant you one of their short mortgages – you can get up to 41% of your gross monthly income going towards a housing payment so this is considerably less than that. Arguably it is going into housing and there is no equity to be built up, but rents will be in the \$1,100 dollar range as opposed to market for a 3 bedroom, which are approaching \$1,400 - \$1,600.

Alderman Deane

I am just trying to grasp this a little more. I understand that you put the building up and you have the purpose of the building for the rental, but number one I don't see a shortage of rental property currently in the City of Nashua. This is a lot of money to be putting into something where the rents are between \$1,100 and \$1,600 a month for rent.

Klaas Nijhuis

No I said the top end the rent is probably in the \$1,100 at this point. I haven't run the numbers exactly so I don't have them in front of me.

Alderman Deane

You didn't mention \$1,600?

Klaas Nijhuis

I am suggesting that rents right now in the market can be that high for a 3-bedroom unit.

Alderman Deane

You are suggesting that perhaps these rents will top out at \$1,100 a month or somewhere around there for a 3 bedroom?

Klaas Nijhuis

I need to do the calculation. Essentially it is 30% of 60% of the median area income. The median area income just recently reclassified by HUD is \$78,000 per year so about half of that or about \$38,000 per year divided by the 12 for the monthly and multiply that by .3 and that covers the rental bill plus the utility bills for heat, hot water, cooking, electricity.

Chairman Cardin

I would suggest that \$1,100 for a three bedroom including utilities is not that high with all the utilities included.

Alderman Deane

Well this isn't with utilities. Utilities aren't included right?

Klaas Nijhuis

Utilities are part of that 30% of the monthly income number yes. If utilities are not included, if they go to private metering for each individual unit then they are not allowed to charge that amount that would be average utility cost for a particular household the rent is considerably less.

Alderman Lozeau

Klaas you said that the old church, the St. Casimir church, will house 6 families?

Klaas Nijhuis

That is correct.

Alderman Lozeau

Was there any consideration to tearing down the church?

Klaas Nijhuis

We looked at the site and felt that there really wasn't the need to tear down the church. It is rather a lovely structure and the kind of units that would be created within the church would be townhouse style units essentially taking advantage of the features that exist within the church so they will be quite attractive units.

Alderman Lozeau

Two story type things?

Klaas Nijhuis

Two story, loft style apartments. The others are going to be flats – a footprint probably around 24 feet deep by 48 feet wide, so the size of an average ranch house.

Alderman Lozeau

Is this project contingent upon our approval of the funds?

Klaas Nijhuis

There are about 6 or 7 sources of funds. There are commitments for pre-development funds and for funds from the community land fund at this point, but every funder is looking to the other funders to fall in place before the final commitments are in place. Showing a strong commitment by Nashua between the \$750,000 from our home program will go far in terms of getting low income housing tax credits and before the Housing Program Funds from the Federal Homeland Bank are being pursued and the other pots of money that will make this a reality.

If I may I should also add that there will also be a conventional mortgage on this as well, but with the home funds and the various other pots of money it will essentially buy down the cost of that conventional mortgage so that in fact the property cash flows so that the developer can in fact for the life of the project extend these very low rents.

Alderman Plamondon

No question just a statement. I think it is a great use of fund. When the term urban development first came about in the '60s it was tear it down. Now these types of ideas and solutions to older communities for urban development takes the architectural history and changes it according to the needs of the community. I think that this is not only going to benefit housing but it is going to benefit that area, which does need some attention. I think that this is a good thing for the residents that will be living there, but also those that live in the surrounding neighborhood. I think it is a good idea and certainly will support it. Thank you.

Chairman Cardin

I agree. I think this is what the home funds are for. It is 28 units of housing. Where else can you get that many units for that kind of money for a city investment?

Alderman Tollner

I think it is a good use of the building. I am a little concerned over the fact that the number of \$200,000 per unit is the cost. It is probably one of the more pricey arrangements in the city. That is a lot of money to build each particular unit. How did we arrive at that and was there any discussions of putting together a little different arrangement? Two hundred thousand dollars per unit – maybe I am wrong. I know we have done other projects in the city and I can't imagine the other ones even came to that cost per unit. Can you give me some idea of some of the other arrangements? We are doing the senior center and I know it is a little different, but what is the cost of each one of those units or when we converted the church behind St. Louis into a school how much was it per unit? I know it is a different structure, but I would like to get some comparison because that sounds awful high to me.

Chairman Cardin

I think Alderman Tollner to compare the senior center project to a family development is – you are talking about 3 bedroom units.

Alderman Tollner

If the senior center came in at \$80,000 you are talking a 3 family unit of course it would be more expensive, but what can I compare this to I guess is what I am asking.

Klaas Nijhuis

This is both new construction and rehab. There is some demolition involved, there is some hazardous material removal involved, and I know that there is some of that involved at the

senior center as well. What I do need to mention is we need to compare apples to apples or oranges to oranges here. The number that you are talking about is a total development cost, and within that are syndication fees for the housing tax credits, the due diligence costs that are a bit more than with other programs, legal costs, a whole bunch of costs that are folded in there that probably amount to 25% of the total project cost. I don't know if we are looking at just construction costs, which is maybe a number 70% of that or if we are looking at the total development costs with these other projects. My recollection on the St. Louis school building was a total development cost of \$202,000 per unit if recollection serves me and those were essentially 1-bedroom units and that was a property that was with a donated site.

Alderman Deane

I was just going to hit where Alderman Tollner was. If you look at the administration at 25% and you also have to take into account when you go from building from the ground up as compared to retrofitting into an existing structure your costs sometimes even though you are keeping the outside of the structure sometimes it is a little higher. The other issue that will come into play and I don't know if it has already been factored in, but the price of building materials has skyrocketed as well as anything made of metal you will see increases for those products such as metal studs. Also plywood is up around almost \$30 a sheet. All of this is a result of it is all being shipped overseas. There is a shortage of these materials so if they add some of that one people are starting to realize those expenses now with a lot of this as well. When you are retrofitting an older building sometimes it costs a little more, but you have an existing structure that is there and sometimes you are better off to go that route that way people get in them quicker as well with the shell already there.

Klaas Nijhuis

There is a developer pro forma that talks about the sources and uses of funds in that kind of development so that you have a clear understanding of where the breakdown is and where the funds are going in terms of the construction and there is an architect on the project. The preliminary designs I believe you had the opportunity to see a rendering of the project 1-2 meetings ago, and there was a construction manager who has already worked on developing a preliminary construction budget so the numbers are pretty firm. The organization has a track record of bringing in the projects on or under budget.

Alderman Tollner

Don't get me wrong I think the project is a great one I am just a little taken back that the average cost is \$200,000 a unit. I guess if we see other projects like this that come forward in the future I would like to see a comparison. I want to compare apples to apples. It just seems to me like a lot of money per unit.

Chairman Cardin

The Millette Manor project was \$200,000 per unit and those are elderly units that are probably quite a bit smaller. I know it is not comparing apples to apples.

Alderman Tollner

I would like to take a look at that because I don't recall it being that expensive when it came before this committee. If it is then this isn't that far off because that is in much better ... **tape flipped** ...

Klaas Nijhuis

... but I would be happy to dig out that developer's pro forma and send it your way as well.

Chairman Cardin

You did say that other projects through New Hampshire Housing Finance are falling within the same dollar range per unit.

Klaas Nijhuis

Right. I was over at New Hampshire Housing Finance yesterday when their multi-family committee of the Board of Directors met to consider the low-income housing tax credit projects, and there are about 64 units being developed in the Keene area using this program and they are in that range, maybe a little above the range. I think there is a 24-unit development going in Laconia also in the same range. I believe the developer has access to those numbers, and I will ask the developer to forward those to me so I can forward them to you.

MOTION CARRIED

R-04-23

Endorser: Alderman-at-Large David Rootovich

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF \$8,025 RECEIVED FROM THE STATE OF NEW HAMPSHIRE, DEPARTMENT OF ENVIRONMENTAL SERVICES INTO SPECIAL REVENUE ACCOUNT 371-7011

MOTION BY ALDERMAN TOLLNER TO RECOMMEND FINAL PASSAGE

ON THE QUESTION

Chairman Cardin

Thank you for being here. The resolution isn't really clear as to what this is for.

Roger Houston

This is a grant that the Nashua Conservation Commission in concert with the Community Development Division wrote. It is a grant from the State Department of Environmental Services.

Around the city we have this grant particularly will address approximately 22 wetland sites. We will be able to put up markers that delineate the wetland buffers. It is very important to know where those buffer lines are not only for residents and the general public, but for city employees that are working in that area so to stay away and out of the protective area. This is not unlike for private developments we require private developments to put these markers down when they subdivide or do site plans next to wetlands.

Alderman Tollner

Is there any commitment from the city as far as matching grants? Once we accept this how is it handled in the following year? Does it designate in your department budget that this is a grant from a budgeting perspective?

Roger Houston

There is some soft match with this. The Conservation Commission members have volunteered some of their time. There is some city staff time to help with setting some of the posts for instance, but the majority of it, and purchasing the posts primarily. It is a material called treks, which is a composite material post that they will be buying and I think that is a good share of the costs associated with this project.

Alderman Tollner

Other than that there is no financial commitment on the city's part as far as matching it 10%, 20%, 30%?

Roger Houston

No there is no direct dollar match no.

Alderman Tollner

I am assuming that this grant will last 12 months. Correct?

Roger Houston

That is my understanding. I would assume that they will try to get in and do this work as quickly as possible. It is not a huge sum of money.

Alderman Tollner

If this program is to continue next year the commitment from your department, I know Mrs. Hersh isn't here, is that you will apply for the grant again next year and this will not be a dollar amount that is added to the budget next year?

Roger Houston

That is correct, and it is my understanding anyway. This grant may not be available next year.

Alderman Tollner

Then the fact that it may not be in the budget next year it will not be added to the budget next year unless presented as a new addition?

Roger Houston

That is my understanding yes.

Alderman Tollner

And it will be identified as so?

Roger Houston

Correct.

Alderman Plamondon

Through the Chair to Roger Houston – this identifies 22 wetland areas. Could you give me specifics – are we talking Merrimack, Nashua River, Salmon Brook? Are we talking ponds? Do we know – I am wondering if the Pennichuck ponds are an area that we are focusing on around Building 19. Do we know ..

Roger Houston

There is a list and I can get a copy to the committee. This is the list that the Conservation Commission has prepared and has looked at preliminary for these markers. Obviously this isn't going to cover every wetland in the city. The site discussed, Building 19 that is developed by a private developer they will be required to put in the markers themselves as part of their project.

Alderman Plamondon

I am assuming the main purpose of these markers are for encroachment be it buildings or putting lawns with fertilizer too close to these given areas. Is that the intent?

Roger Houston

Correct. From an enforcement point of view and for the person that lives nearby or abuts a wetland they need to know where that boundary is. You can't always go out and hire a wetland scientist to go out and delineate that boundary and measure back from the buffer. What this will do is establish these markers so you and the residents know where that is. A city employee that is working in there would know specifically where that line is and that they shouldn't encroach on it with any equipment or any other invasive activity in that buffer.

Alderman Plamondon

My last question is could you explain the markers – what are they made of? Are we talking about stakes in the ground or ribbons tied to trees or something that is hopefully permanently in place?

Roger Houston

The Conservation Commission is using a number of different techniques. Sometimes they use if there is a boundary available they will use it or a tree, but they have pre-made forms that a developer would buy and we have had some developers put them on granite posts or treks types of posts – it is a composite material that supposedly will not rot. It is a variety. If there is a marker there already that they can use they use that. It just depends on the situation, but usually they use a post.

Alderman Plamondon

Something resistant to vandalism or theft?

Roger Houston

Right they dig the post into the ground. I am not sure exactly it is about 1 foot and a half whatever it is.

Alderman Plamondon

I have never seen one.

Roger Houston

I meant to bring one with me and I was looking for one briefly and couldn't find one right off the top. I can certainly show them to you.

Alderman Plamondon

I was just envisioning surveyor stakes. I have seen them knocked down. Thank you.

MOTION CARRIED

NEW BUSINESS – ORDINANCES – None

MOTION BY ALDERMAN TOLLNER TO RETURN TO THE REGULAR ORDER OF BUSINESS

MOTION CARRIED

COMMUNICATIONS

From: Paul Newman, Manager, Urban Programs Department
Re: Community Development Block Grant: Hunt Building

MOTION BY ALDERMAN TOLLNER TO ACCEPT AND PLACE ON FILE

ON THE QUESTION

Alderman Deane

Paul I realize there just seems to be a language change here. Can you give us somewhat of an update of what is going on up there at the Hunt Building and why this language change had to be done?

Paul Newman

We are sort of in the Urban Programs peripherally involved in this by virtue of the Community Development Block Grant funding that was approved for the air conditioning there and also dealing with ground water infiltration. Of course over the years there have been a number of other projects that we have taken there through city appropriations, fundraising by the Hunt Board of Trustees and so forth. Then again we get involved from time to time for specific projects that are funded out of block grant. In this case, we had begun some time ago on the first part of that block grant funding to start the water infiltration work and it was in January that they had some unexpected circumstances with bursting pipes there. I don't know how much you all are familiar with that, but it caused some substantial damage to the heating system and other elements of the building. Meeting as a team with the Risk Management department because some of that may be covered by insurance – with Administrative Services, our Purchasing Department, and so forth. It was urged that the Board of Aldermen consider broadening or at least allowing this more broader use of the funds to deal with the overall effort that is necessary there at this point because there is definitely going to have to be work on the heating system and that may as well be undertaken at the same time as the air conditioning.

Alderman Deane

I am saddened to hear that happened and I have heard a couple of different stories as to why it happened, but have they figured this unexpected problem – have they figured what the cost would be to take care of what needs to be done up there because initially when I sat on this committee last year we had agreed that we would take care of the water infiltration problem up on the north side of the building and that we would deal with the air conditioning within the building so that it could be actually utilized during the summer months because in the summer months it is just so sweltering hot that they don't even bother using the building – now we have the heating problem at the same time. Are they going to be able to take care of these three items with the monies that they have?

Paul Newman

I can't answer that fully. I am not in a position to have the full picture. Again we are involved

only as far as this particular resource. I expect they will be hiring consulting services to assist with that. I know the Hunt Building Trustees do have capital funds, Risk Management I understand will probably be applying some of the city's self insurance funds to this matter but I am not sure in what amount. I could certainly inquire and relay your interest and see if they can give you a figure.

Alderman Deane

I have a question with the figures, but I also have a question with what we had approved initially for the funds for last year and now with the language change do they – are they contemplating using any of these funds to take care of the heating problem that they had over the winter? Is that how I understand this or the water damage they had or ...?

Paul Newman

I expect that the air conditioning will still be part of it but it will be part of a larger contracting package that will be put together so that effectively the relative use of the funds will remain the same but will be part of a larger package. Say it is \$120,000 for HVAC for the whole building, the AC part value of that may still be comparable to what you have in this, what has been budgeted for the Hunt Building AC, which is \$59,900.

Alderman Deane

Are they contemplating changing the heating system in there to put an air handle in or to combine the AC in the ductwork for both systems? Is that what they are thinking about doing?

Paul Newman

I am not certain but I believe probably something along those lines. I am not sure it has been designed yet.

Alderman Deane

I have a question for the Chairman – I don't know how the committee feels about it, but if they are going to go into a change like that since the committee has not finalized their financials on the CDBG lay out of funds for this year – I would like to understand what they are doing up there, and if they do need any funds to fit the system in whether there be any availability of any extra dollars to help them out. If they are going to combine the heating and air conditioning so they don't end up having this problem again in the future – I guess I would like to contact them and find out just exactly what they are doing up there. I don't want them to get stuck in the middle of the project and if they need some money to do more than just the air handler and put a condenser on and everything to get the AC going so it is one system I would like to know to make sure that can get done.

Chairman Cardin

I understand that you were quite an advocate on this committee for the air conditioning in that building, and I still think that needs to be done. I think we could use a little more information

about how it is going to be done.

Alderman Tollner

I would like to hold this in committee. What I would like to do, to follow up on what Alderman Deane just said, I would like to find out what exactly they are going to do with the heating system and how much it will cost, and in people's estimation what will be covered by insurance and where some of the other money is going to come from. Then if there are some opportunities to, given the fact that it looks as though we are a little behind now and in the whole because of what happened in January, maybe we can put a new cost estimate together and bring it back to this committee. I am a little uncomfortable flipping the language here to take some money that we were going to dedicate to the air conditioning and move it to repair the heating without finding out what the total cost is to fix the heating and does it have any affect on the cost of putting the air conditioning in at the building. I would like to know whether it is a \$5,000 heating problem, a \$15,000 heating problem or a \$50,000 heating problem. If it is as big as \$50,000 then maybe we can put an estimate together and combine both the heating and air conditioning and come back to this group and ask for some additional money. I am not opposed to providing some additional money out of the CDBG, but I would like to know what we are going to spend it on and what the estimates are before we make any adjustments.

Paul Newman

Surely I will relate that and endeavor to get that information for you.

Alderman Tollner

Just one other thing. If this event happened in January I think it might be a good idea for this committee especially if not the Board of Aldermen to get a memo stating this is what occurred and what the cost estimates are. Here it is March. If this happened in January – I would like to know what the damage is and what the estimated expenses are and what we plan to do to fix it.

Alderman Deane

I believe it was during that cold period when we had a pipe burst. It was probably over the weekend and nobody realized it and when it fell on the boiler it just kept pushing water through the building. I think probably from what I can understand what Paul is saying if they are going to put an air handler in and combine the forced hot air along with the AC and get rid of the system that way. Run it through a core system and combine it, but they have to do a design on that system I would imagine in order to make sure they get the proper CFM and BTU output for the building. I think we should know so that we can get that problem corrected so that they can move on. I don't know what they have available in their capital, or the insurances or whatever, but just so that – I would like to get the air conditioning in that building and get that problem straightened out so that they can start utilizing that facility.

Alderman Lozeau

I would also like some information regarding what type of heating system is in there now. I know the gas company has a program right now where they will rebate you some money if you

are actually upgrading the system to a more efficient system. As a matter of fact I changed the furnace in my house last year – I went from an old one to a high efficiency furnace and it actually cost me nothing to replace the furnace. I don't know if that program is available on a commercial market or not. If you knew the age of the system that was being replaced, the whole system should be replaced, is it a forced hot air system now or ...

Alderman Deane

Hot water.

Alderman Lozeau

So you would have to put an air handling system in.

Alderman Deane

That was the idea to put central air through the whole building.

Alderman Lozeau

It might make sense to do a hot air system for the heat so that you have it for the AC.

Alderman Deane

Put the air handler right in there.

**MOTION BY ALDERMAN TOLLNER TO ACCEPT, PLACE ON FILE, AND HOLD IN COMMITTEE
MOTION CARRIED**

From: Paul Newman, Manager, Urban Programs Department
Klaas Nijhuis, Deputy Manager, Urban Programs Department
Re: HOME Program: MP Housing

MOTION BY ALDERMAN TOLLNER TO ACCEPT AND PLACE ON FILE

ON THE QUESTION

Klaas Nijhuis

Last year in order to fund the maximum number of projects that came before you and taking advantage of the opportunity of the city becoming a jurisdiction to receive the funds for Home a multi-year commitment was made the year prior to that for MP Housing for the acquisition of post transitional condominium units for their clients. In order to get the funding done last year for some other projects the second year funding was shifted to the Home Program. The program requirements and the rules for the programs are slightly different, but different enough to cause the Board of Directors of MP Housing to say we really can't accept the Home Funds, but we really would like you to reconsider if you have the opportunity the refunding of that

allocation through CDBG. It works better for us.

I will describe the differences in the programs. Home Funds require a match – 25% match and they also require annual monitoring for compliance and a long-term mortgage commitment that is really difficult to get out of. The structure of MP Housing units are such that they buy units and condominiums and if those condominiums are under management that is a little bit more lax than what is desirable they want to have the ability to sell those units and acquire units elsewhere. That is one of the constraints. The other constraints are about the annual invasion of privacy by the likes of me and my staff. We also have Sister Sharon and Sister Anne from MP Housing to talk to this so if you would like them to come forward they are here.

Sister Sharon

I hope in reading the letter that you get the impression that we are not unappreciative. We looked at it and the women that are in MP Housing are inspected yearly by Section 8. Every one of the 7 families that have lived in those units are all fully employed so to have another -- as Klaas said he explained it very well – another invasion it is another time where they have to take a day off work to be there for somebody else to come in and look at their unit. We signed the agreement for CDBG for a two year funding so when we looked at that and looked at the Home money then the Board said well it is really appropriate that we go through this yearly, but we want these women to be away from us essentially and on their own. We don't want to keep holding onto them. We want them to be independent. We are kind of pushing them a little bit to get on their own. We only have 1 homeowner that came out of that group and the tax credits will be coming in May. We are looking to purchase.

To give you an example one of the projects they didn't manage it well so their insurance rate skyrocketed and we are paying double the condo fees in that area than we are in another area. We said well if it is apples to apples why should we pay twice as much where we can sell it and buy in another area where you get the same thing for half the money. We have condo fees and taxes on all these units so we want to be fiscally responsible also.

Chairman Cardin

Thank you. I appreciate you coming in here to explain it. It is on our list of possible projects to be funded from the Community Development Block Grant. When we do take this up and prepare a resolution we will consider it at that time. Thank you for coming in and explaining it to us.

Sister Sharon

You welcome. Thank you.

MOTION CARRIED

From: Paul Newman, Manager, Urban Programs Department
Klaas Nijhuis, Deputy Manager, Urban Programs Department
Re: Community Development Block Grant and HOME Program

MOTION BY ALDERMAN TOLLNER TO ACCEPT AND PLACE ON FILE

ON THE QUESTION

Chairman Cardin

If the committee would like to ask questions – if you would like to go over the projects proposed – what is the pleasure of the committee?

Alderman Tollner

First of all I want to make sure the committee is comfortable with all the items and they understand what they are. Maybe we could just take those ones that we have some questions on. I have some questions on the Riverfront Promenade and some of the other ones. Why don't we start at the top and then go through each one, if someone has a question they can ask it, and then we can work out way to the bottom.

Chairman Cardin

Housing Improvement/Opportunity Acquisition Program – There is a continuation of \$150,000 requested.

Paul Newman

This has been funded since 1980 and for that reason I perhaps just took it for granted that I didn't need to put a full description in this year, which I am sure in the one next year certainly - - just briefly this is one of our core programs that accomplishes several objectives that all lead back towards the goals in the consolidated plan. It is deferred payment loans, which I will explain what that means, to lower income households within our inner city neighborhoods. It is a core of many city's neighborhood revitalization programs because it accomplishes several things. It encourages home owners to stay in neighborhoods by making available financial aide to them to make necessary repairs where they might otherwise not be able to keep the house up, it keeps their family from potentially necessarily becoming trangient. Many of the beneficiaries, the people that we were able to help, are seniors and people who have disabilities that otherwise would defer the maintenance, the property would decline, and as we all know with deferred maintenance that worsens the cost of correcting it down the road. Finally it encourages the balance of a certain base of home ownership in our inner city neighborhoods, which has been demonstrated to be a stabilizing factor in dense, older urban areas.

The other very nice thing about it is what it does is it provides that assistance for as long as the party lives in their home. At such time as the property is sold we secure the funding with another mortgage, those funds come back to the city for re-use to benefit other people again and again. It provides that cushion during the time that they stay in the home. Often the circumstances are such that the property value will be enhanced over the years so that there is an ability to pay it off at such time as they sell it.

Chairman Cardin

Does anyone have any questions?

Neighborhood Housing Services – continuation requested \$50,000.

Klaas Nijhuis

Neighborhood Housing Services administered a program for first time home buyers – that is essentially training in how to become a good home buyer, how not to get in trouble with lending and other schemes, how to essentially be in a home for the long run, and coupled with that service they also provide some soft assistance in terms of down payment assistance. In this program for which you would possibly be funding \$50,000 is essentially to buy a staff person to conduct their training both in English and in Spanish now by Neighborhood Housing Services on a monthly basis – a series of intensive workshops followed up by individual hand holding through the various transactions to actually securing a mortgage and the purchase of a home for the first time. The homes that would be bought are in Nashua and it could be 1-4 family so in fact not only are they developing new homeowners but we are also developing opportunities for rental property but homeowners who are living on site in the community and assuring that the community stays vibrant.

Alderman Tollner

Klaas it is the same amount that was requested last year correct?

Klaas Nijhuis

That is correct.

Alderman Tollner

How much money have we spent year to date?

Klaas Nijhuis

We target spending \$50,000 a year. That funds a portion of the costs not the entire costs of administering the program by Neighborhood Housing Services.

Paul Newman

I guess the question might be like how much of the city budget line item have we actually spent. In the case of these so-called sub-recipients or non-profits, we receive CDBG for ongoing operating or program costs. We are invoiced every month. It will be proportional to where we are in this budget year.

Chairman Cardin

Are there any other questions on that line?

Neighborhood Housing Services – St. Casimir Apts one time request of \$50,000.

Klaas Nijhuis

This would be for the particular project I spoke at length of in the prior discussion. This is a capital infusion without the kind of onerous mortgage the home program would and it shows/demonstrates the city's commitment to the development of this project with CDBG funds. It is just one of those 7 or 8 sources that go into this project to fund its gaps. That is essentially what can't be afforded by a conventional mortgage and other programs that are out there.

Alderman Tollner

What would happen if on this particular item we weren't able to fund \$50,000 and say we were only able to fund half of that?

Klaas Nijhuis

I wouldn't say it would break the project. The original expectation in the pro forma I believe was \$150,000 and we actually asked them to cut back substantially to the \$50,000 number. It just makes the project far more difficult to do.

Alderman Lozeau

This is the same Neighborhood Housing that we just accepted a \$58,617 on?

Klaas Nijhuis

Seven hundred and fifty thousand dollars. Yes that is correct the same project.

Alderman Lozeau

Okay.

Chairman Cardin

Are there any other questions?

Nashua Children's Home \$218,000 over 5 years – this would be the 5th of 5 years at \$47,000

Paul Newman

Just briefly this was the project that was done some years ago - #123 Amherst Street, which was an existing single-family home. It was adapted for a group home and transition into independent living for I think it is 4 youth. It was basically a multi-year commitment.

Alderman Tollner

As is the Adult Learning Center one.

Paul Newman

Correct. Those are the two you have this year.

Alderman Tollner

Both of those line items are just following up on a commitment we made a few years ago.

Paul Newman

Then again the – on this updated spreadsheet I should just for the record March 16th is the spreadsheet I gave you tonight, which I gave the Legislative Office a copy of, that includes the MP Housing, which was the second year this year.

Alderman Deane

I just wanted to make a comment – on the long-term commitments it looks like they are coming to an end. I remember just a few years back this paper was loaded with them. We are down to just two and they are both in their last year.

Chairman Cardin

I think that shows the commitment this committee has made over the last several years to help out with these projects – some really good projects that have gone on in this city.

Paul Newman

Just when you think they are going away there is always – they're back.

Chairman Cardin

Area Agency for Developmental Services – 2 home renovations – a one-time request of \$41,416.

Klaas Nijhuis

This particular proposal is based on cost estimates received by contractors for the reconstruction of 4 Beard Street property. I believe this particular property has been in the area agency's portfolio for 20 years or so and it is in need of some substantial updating and the application this time is for exterior siding and installation to reduce the energy consumption and maintenance costs. There is driveway reconstruction, which addresses water infiltration into the structure. There is some deteriorated fencing that needs to be replaced at the site. Then there is also a property that they own at 12 Upstone Drive in similar condition, and again it is energy conservation through replacement of the exterior siding and installation. In that particular property they will be also building wheel chair ramps. Both properties serve area agency clients who have disabilities both mental and physical.

Chairman Cardin

They do wonderful work. I know they do home modifications in order to allow these people to remain in their homes. It is a really good agency. They do some good work.

Alderman Deane

I had a question on the upstone and then when he went through the description of the work. I remember last year when they were looking for money to do some repairs on their rental property that they had on Canal Street.

Chairman Cardin

Rental property on Canal Street? There are offices on Canal Street.

Alderman Deane

They came in looking for money on repairs, but they do rent out space in that building to other entities.

Chairman Cardin

These are homes where their clients live. I think this is money well spent.

Alderman Deane

Absolutely.

Chairman Cardin

PLUS Co – renovate group home at 7 Damon Avenue – a one-time request of \$8,000

Paul Newman

I should mention again for public interest as well there will be a meeting in April at which there will be a public hearing where we will receive testimony on all these proposals and the initial funding plan – I expect all the agencies will be present to answer any questions that you all might have.

The PLUS co. they have received funding, which actually on the narrative summary I did neglect to fill in that last line as to what they received in FY '04. It was originally \$30,000 in this current year and then back in December if you recall they made an appeal for an additional amount of money, \$12,000 and they were also going to take an additional \$11,000 or \$12,000 to do all the bathroom renovations at this property because otherwise it would have been divided up and become rather cost and effect efficient. Now they have a proposal to do so.

Klaas Nijhuis

More work and I am at a loss as to – I am not seeing what it ought to be. It says bathrooms in the description, but that clearly was last year's work.

Alderman Deane

They did bathroom renovations last year. There were a couple of units that came back and we did both of them.

Chairman Cardin

That was the Harbor Ave Group home.

Paul Newman

I think what happened is something was pumped out waiting the narrative. Let me briefly do it orally here. This is for flooring and some bathroom fixtures and washer, dryer, and stove. The actual request is \$8,000.

Alderman Deane

New floor, washer, dryer, fixtures –

Paul Newman

They have quotes. Flooring is estimated at \$3,270, bathroom fixture renovation at \$4,900 roughly, and appliances at \$2,000.

Chairman Cardin

Does anyone have any questions?

Housing programs operation – continuation at \$80,000.

Paul Newman

You will see at the very end of your package a time allocation spread sheet. This line and the line about 3-54 from the bottom for general program operation administration tie into that spreadsheet. The staff of Urban Programs won't pay principally with federal funds – they come under the same personnel bargaining unit and merit system structures as any other city employee. In other words out of the 6 people who are listed here in my department, 5 of them are members of the UAW bargaining units and then myself I am a merit employee so there is no particular different treatment of us versus city staff who appear in the general city budget.

Chairman Cardin

I see 7 people on this list.

Paul Newman

There are 6 who are part of the Urban Programs and then there is that contract employee who is in the office of Economic Development.

Chairman Cardin

That is the grant writer?

Paul Newman

Actually the grant writer is not on here. I did not include it. It is on the proposal list. Those are both contract positions at this time.

Chairman Cardin

Which ones are those Paul?

Paul Newman

The first 6 listed are the Urban Programs Department down to Administrative Assistant UPD. The next one is a contract position at this point, Project Coordinator, in the office of Economic Development.

Alderman Deane

Who is that?

Paul Newman

The final one is the Administrative Assistant at the divisional level that is Jean Lyons. The Project Coordinator in the Office of Economic Development up until this current year CDBG was paying 50% and then more recently 40% of the administrative assistant at the divisional level, that last position. Kathy Hersh has proposed to the committee that it be a dollar for dollar swap to eliminate CDBG funding for that position. You will see there is no longer a dollar figure at the CDBG amount column. ... **tape flipped** ...

... there was always the intent to make a transition for the administrative assistant to become part of the city budget, and because of the staffing and building capacity in Urban Programs you may recall a few years ago by adding an administrative department within our department I have aligned some of the division the administrative person lessened – the plan is to shift dollar for dollar that expense from CDBG to this position in the office of Economic Development. From my perspective of the grant administrator it is certainly easier to justify in terms of how it fits within the CDBG program than a division wide administrative position.

It obviously is still an even swap in terms of dollars and the impact on the CDBG budget so I would urge the committee to concur in that swapping off. It is an Economic Development function, which is eligible under the CDBG program.

Alderman Tollner

Let me ask a question just so that I am clear. What you are saying is the administrative assistant at the \$41,000 what you are doing is removing that from the CDBG request correct?

Paul Newman

Actually we were paying 40% of that position in past years, but I had this current year I should say. If you looked at the \$50,000 figure, which is payroll plus fringe, if you take 40% of that it would be around \$20,000. That no longer occurs in the CDBG budget. We now have about \$15,500 instead for the economic project coordinator in Economic Development.

Alderman Tollner

Bear with me for a second – the manager is you right?

Paul Newman

Correct.

Alderman Tollner

The Deputy Manager of Housing is Klaas Nijhuis. Project Administrator Housing?

Paul Newman

That is John Slebodnick.

Alderman Tollner

Project administrator?

Paul Newman

Robert Rice.

Alderman Tollner

Now all these positions are existing positions, they were existing last year and nothing has changed. The request of what monies were funded from the city budget versus CDBG have remained the same so far correct?

Paul Newman

Correct.

Alderman Tollner

The grant management specialist who is that?

Paul Newman

Sheila O’Riordan.

Alderman Tollner

Now the CDBG money for her is it the same request this year as it was last year or that is where you are putting ...

Paul Newman

It is the same.

Alderman Tollner

She is full time?

Paul Newman

Correct.

Alderman Tollner

She has been there for how long?

Paul Newman

Her or the position?

Alderman Tollner

Both.

Paul Newman

She has been there about 3 years, and the position I would say in somewhat different job description formats about 15 years.

Alderman Tollner

Then the responsibility of that position is – is it solely to manage the distribution of the grant monies that come in or is part of her responsibility to graft the new grants as well?

Paul Newman

This is largely a reporting and documentation function, which has grown increasingly complex over the years. We have to main two electronic grant reporting systems that are not at all tremendously friendly. She handles all the documentation on procurements, maintains all those records for monitorings by Fred and on the transit side.

Alderman Tollner

Does she spend any time going after grants or grant writing or anything like that?

Paul Newman

No.

Alderman Tollner

Then the administrative assistant.

Paul Newman

That is Linda Jeynes.

Alderman Tollner

That is not a new position and that is funded the same as it was the year before?

Paul Newman

Correct.

Alderman Tollner

The project coordinator – is that the grant writer?

Paul Newman

Actually no that is Jennifer Mulstay and that again is – there was a reconfiguration in staffing within the office of Economic Development at such time as both Daniel DeSantis and Alan Manoian left. Again this is really my boss' role, but I know she is out of town so I can speak to it tonight. It was reconfigured to eliminate the Deputy Manager, Deputy Director, which was Alan Manoian's position in that department and instead create a lower level contract position, and that is the project coordinator.

Alderman Tollner

I see here that is an 85% coming from CDBG is that correct?

Paul Newman

Yes, and it is part-time position. It is only \$18,216 total per year.

Alderman Tollner

Can you just explain to me if that is a new position what is that individual doing now and who is doing that work that she was doing a year ago?

Paul Newman

Could I relate that to my boss and have her relate that to you for your next meeting?

Alderman Tollner

That is fine. She should probably address it to the committee – what her responsibilities are now and who was handling that responsibility last year.

Paul Newman

I can give you my sense of it but ..

Alderman Tollner

A memo from her would be fine.

Alderman Tollner

Then the administrative assistant.

Paul Newman

That is Jean Lyons.

Alderman Tollner

She handles other responsibilities because you don't have two administrative assistants for 6 people do you?

Paul Newman

No indeed that is why we are transitioning that assignment of those costs out of these grants.

Alderman Tollner

The dollars that you are assigning to the city budget – you said there would be a dollar match – you are taking her dollars out and putting them into the city budget correct?

Paul Newman

It is all within the budget that Community Development will submit that will be level funded and part of the budget presentation.

Alderman Tollner

Okay but you said a dollar match so we are going to take that out of the Community Development Block Grant.

Paul Newman

Effectively some of the money was in – that was in the city budget was in the Economic Development office and now it is going into the CD division budget.

Alderman Tollner

So then if I understand you correctly and maybe I am not getting it, then there will be less money requested out of the Community Development Block Grant money for administrative purposes because you are taking some of that \$50,000 out because that was in the request last year. In effect you are reducing the total dollar amount on the payroll fringe and whatever that percentage works out to be in the Community Development Block Grant?

Paul Newman

Well that is correct because we paid some of the fringe – any funding out of Community Development we also pay the fringes. Within the city budget it is not within the department or division budget so that would be about the difference of that \$5,000 I expect. It was intended to be a dollar for dollar swap, but fringe kind of skews it a bit plus the increase from year to year.

Alderman Tollner

On this grid you have \$114,000 coming out of Community Development Block Grant money and what was the dollar amount that we took out for these same items last year do you know?

Paul Newman

It was \$108,000.

Alderman Tollner

Okay. That is good because you are including the salary increases.

Paul Newman

The increases are all as per the bargaining unit contract and just a guess of the merit because we really don't know what that will be – a conservative guess.

Alderman Tollner

Alderman Cardin had sent you an e-mail asking you for the difference in the salaries and you did respond to her, but I was a little confused. It says the first three questions that she had was the project administrator salary – was up approximately \$6,800. In your memo back to her there was a worksheet error, but I just want to know that the salary wasn't increased \$6,800 right?

Paul Newman

Absolutely not. All these positions have received only the union adjustment, the bargaining unit adjustment and no reclassifications either. Reclassification may mean you can move a position up or so.

Alderman Tollner

In the administrative assistant in the community development division, last year – what did you state the increase was in the bargaining unit?

Paul Newman

Around 3%. I know it changes. In this new contract it is up a percentage or part of a percentage – it varies. You are asking me about the administrative in CDD?

Alderman Tollner

It looked like it went up approximately \$7,500.

Paul Newman

I was speaking to the Urban Programs position when I said there had been no reclassifications. There was a reclassification to that position, but I expect it was either not effective when I did my spreadsheet last year so it didn't catch it because Kathy Hersh tells me that it was in the last budget year's adjustment.

Alderman Tollner

So there was a salary increase in that amount you are just telling us that it was last year not between last year and this year.

Paul Newman

Right. Again that position doesn't report to me so I am not as tuned in to the personnel changes that have taken place.

Alderman Tollner

Could you just do me a favor – I am concerned about the overall percentage of monies that are spent on administration of Community Development Block Grant. These positions that are on this grid right here – could you, Kathy, or H.R. get me the salary of what those people now and what they were a year ago?

Alderman Deane

Barring any increases this year they should be one in the same right?

Alderman Tollner

Let me rephrase that – now and what they were prior to the last increase. I think that some of the figures that Alderman Cardin had were probably legitimate – maybe it is the way I asked the question where they just got whatever the increase was from the union, but if they are in little different positions – if Bob Smith is in a position right now what was his salary increase over the last two years – maybe to make it simple. What was his salary two years ago and what is his salary today. That will probably make it a lot easier.

Paul Newman

I think all the union employees the changes are July 1 as far as I know so if you just take last year and this year you have a straight up comparison.

Alderman Tollner

Then any job description changes because there were quite a few a little over a year ago.

Paul Newman

The one administrative assistant at the divisional level and I don't know what timeframe that occurred in. It was told to me it was the prior budget year.

Chairman Cardin

That was after you prepared your spreadsheet last year because the one I have here says \$33,500. On the new one it is \$41,000.

Paul Newman

Absolutely. I acknowledge that. What I am saying is either I had a figure earlier from that budget year that I used or else it might have been from after I prepared this, but in that budget year.

Alderman Tollner

That is fine I just want to get a snapshot on where it is going because there are a lot of non-profits that are dying for some money to work on some of their programs and I just want to make sure that we are maintaining a reasonable level of administrative costs versus the actual dollars that go to each one of these entities.

Paul Newman

Surely and of course that position is not longer going to hit CDBG and you will be hearing about that..

Alderman Tollner

Like I said that is good that it is coming out of there. Then the grant writer none of those monies that are attributed to that position are affiliated with the Community Development Block Grant money correct?

Paul Newman

No that is entirely funded through the Block Grant. It was somewhat of a choices of whether to include it in this spreadsheet of time allocations because the project coordinator we put in there to illustrate the swap over from the administrative assistant to that position as even dollar swap. The grant writer who is left free standing as a proposal for you – a continuation proposal.

Alderman Tollner

So then what we have on the new grid dated March 16th is the request from Mrs. Hersh to continue that under the same arrangement that we approved last year.

Paul Newman

Correct.

Alderman Tollner

There is one other thing on that one while we are talking about that – if she could provide for this committee I think we were told, and I don't want to misquote anybody, that particular grant writer would be able to acquire grants that would more than cover the investment that this committee was willing to cover a year ago. Maybe a memo to show us how many grants we have acquired in the last year.

Paul Newman

If I knew the committee had an interest in hearing about that – Mrs. Hersh is out of town for several days and otherwise would have been here.

Alderman Tollner

Maybe just a note to the committee.

Paul Newman

Surely. I think there was some update in the proposal that is attached to all this, but again I will certainly indicate that you would like her to speak to the prospects as well.

Alderman Tollner

I think Mrs. Hersh had said some time ago – I thought it was somewhere around \$12,000 or \$14,000. I could be mistaken.

Paul Newman

There is a one page summary request continued support for the CDBG grant writer about 3 sheets from the end - \$20,600 a year and then it describes the efforts to date – a number of potential grant sources contacted. I know I have seen the spreadsheet on our shared S drive of all the various contacts. Then as status of active applications – charitable foundations and so forth.

Alderman Tollner

These are the 6 grants that this individual has applied for?

Paul Newman

Again this position does not report to me either so I defer it not having the full knowledge of what the full scope is.

Alderman Tollner

Thank you very much. You did a good job in covering for an individual that is not here.

Paul Newman

While we are on the administrative end of it I also wanted to point out that all these costs that are maybe called generally administration are often much smaller project management that we all carry out various projects and do little so called administrative or sort of just supervisory work of any sort. We are all hands on sort of people that everyone has responsibilities and everyone has projects. There are not layers of supervisory bureaucracy in this operation.

Chairman Cardin

Are there any other questions on that line?

MP Housing – Condo Purchase – HOME funds \$24,500 is the request – we heard a few minutes ago. I don't know that you need to go into it again. Are there any questions on that?

Adult Learning Center - \$250,000 over 5 years – this is the 5th of 5 years for \$50,000 multi-year, ongoing – any questions on that? They did update us at our last meeting.

Community Council – 7 Prospect Street windows – one time request for \$40,000.

Klaas Nijhuis

Community Council came 3 years ago I believe for the replacement of the heating system and a follow up request for the replacement of the air conditioning system, and in fact that project has not yet taken place. We have attempted to get bids twice now and renew the project twice. We are waiting for bids and we are promised at least 1 bid so we believe that project will move forward thus taking the window air conditioners out of the building and affording us the opportunity to make some energy improvements in that building, and that would be with the replacement of 83 existing windows with thermal pane windows, and that is what this project intends to fund.

Chairman Cardin

What is the total cost of the project?

Klaas Nijhuis

Forty thousand for the windows.

Chairman Cardin

For the 83 windows.

Klaas Nijhuis

That is correct.

Alderman Plamondon

This came to us before and I don't seem to remember. Did we not support it in the past? This isn't the first time I have seen this for 7 Prospect.

Chairman Cardin

They came to us for heating system and then they came to us for air conditioning – to take the window units out and put in a central system. They have been having a difficult time finding a contractor that is willing to do that work for them so they are still working on that project trying to get someone who will give them a reasonable quote to come in and do that.

Alderman Deane

You said there are 83 windows Klaas?

Klaas Nijhuis

Yes that is correct.

Alderman Deane

It is about \$481.92 a window. That sounds about right for replacement windows. I know it was last year – what are the issues associated with the HVAC?

Klaas Nijhuis

The building is historic in character. There are low ceilings; it is presently heated hydraulically so we need to bring in ductwork, which means dropping ceilings and moving such things as fire protection systems. It gets quite complex from lighting as we built sockets for the duct work, relocating exit signs, relocating smoke and fire detection system components, and you can well imagine, and then still maintaining legal clear heights for headroom within the space. The building was also designed to serve as a civil defense bunker so we have to make floor penetrations from the basement at the first floor through a 12" slab. There are these little difficulties that we have to work around. I think we now have a contractor who is at least willing to do it for a fair price.

Alderman Deane

Thank you.

Chairman Cardin

Are there any other questions on that line?

Nashua Center for Multiply Handicapped – 18 Simon Street – a one time request of \$17,600

Klaas Nijhuis

This is for replacement of finishes within their 18 Simon Street facility and bathrooms and therapy areas and workspaces. It is a dated building and with thanks to you for the past investment in ceiling and roof repairs the building is much more functional, however, some of the worn surfaces now are far more apparent. The Executive Director, Brian Young, has worked with the contractor that the city helped engage for that project, and the number that is before you reflects a cost estimate prepared by that contractor for that work.

Alderman Plamondon

Just curious – going back did we at one time already approve funds for the carpeting and they were diverted to roof because the roof problems that came about during that fiscal year? I am trying to remember – something went on there.

Klaas Nijhuis

I think it is the other way around – the roof funds that then were applied to ceilings because of the roof failure. They managed to do the roof work with other funds because it was an emergency situation then took care of the ceiling tiling. I believe there was some floor damage involved as well so those funds were directed, but it was directly related to the roof work.

Chairman Cardin

Are there any other questions on that line? Moving on to Public Facilities & Improvements – Community Development Division – Streetscape Design for Neighborhoods on Fringe – one time request of \$60,000.

Paul Newman

The Nashua downtown master plan notes that although Main Street “is a vibrant mix of retail offices and restaurants significant attention is required behind Main Street on both sides.” Further it says “The scene between neighborhoods and Main Street north is ragged. Spring and Elm Street are characterized by disinvestments, surface parking lots, and unpaired confusing one way streets.” This project would aim to actually go to generate construction documents and detailed plans to improve these areas. The notion is to soften the fringes of the downtown through planting of trees, screening of parking lots from large commercial buildings, and really actually benefit a few neighborhoods as well as the downtown itself. It would tie into the other streetscape improvements that have so far to this point been concentrated on the main commercial streets.

Alderman Plamondon

As much as I support the intent particularly where a majority of this is in Wards 4 and 7, I am concerned in at least the initial appearance of departments maybe not communicating whereas we have already paid for and done studies for these specific things that this is looking to do for \$60,000 more dollars. For instance the downtown master plan in conjunction with the downtown parking plan in conjunction with the terminus study, the Broad Street Parkway – I want to see these things done. It seems like we are just studying the hell out of things and not getting anything done. I would personally like to see monies put at getting things accomplished. I mean specifically the things that these other studies have already addressed is the trees and the shrubs and the parking lots as well as lighting, trash receptacles, benches, re-design crosswalks – we are really at a phase through my experience where we need action. I am having considerable heartburn over this. It also addresses the downtown master plan, which Chapter 5 and then it talks about the disinvestments, surface lots, confusing one way streets – well I was at those studies and the consultants themselves basically gave explanation that they were looking at this from the analogy of 50,000 feet looking for ideas – not specifics because I

have issues with changing the one way streets without looking at them specifically. We cannot affect parking in order to make a street one way as one example of a whole series of issues I have with this.

My point is that we really have studied the heck out of this. I really want to see action. I will have a hard time wrestling with this additional study.

Alderman Deane

I don't think it is a study Alderman Plamondon. It states at the top that the request is for a streetscape design plan. I along with you think that \$60,000 is a lot of money. Sixty thousand dollars would buy a lot of streetscaping materials such as trees and whatever and I believe if you go up to the Park Department we have given them quite a bit of money and they put quite a few plantings in citywide and I believe there will be more trees and shrubs and whatnot available up there. I think perhaps maybe even the street department or the park department could help them out with doing some decorative plantings in areas if they so wished to do so.

Chairman Cardin

At this point just a number of months ago we cut money from the street-planting budget that we had here in the city.

Alderman Tollner

I agree with you Alderman Plamondon and Alderman Deane.

Alderman Plamondon

Just to clarify it may be called a plan, but I don't see any action items. That is why I am calling it a study.

Chairman Cardin

It actually says construction documents that they are looking for funding for.

Alderman Tollner

Whatever it is, it ain't going to make it.

Alderman Plamondon

I think we need to look at the existing plans and get the existing departments involved in getting them to enact what we have already looked at.

Chairman Cardin

Are there any other questions or comments on that line?

Community Development Division – Thoreau’s Park construction documents – one time \$50,000.

Paul Newman

For a brief history the Department of Transportation purchased this land in 1999 for mitigation to another project, Everett Turnpike, and the State is committed to improving the site to the extent that it is cleaned up and safe of any hazardous conditions. The estimated cost to complete the project, which would be to deal with the existing foundations from the old Paper Box plant and to effectively landscape the site is around \$550,000. It is anticipated the NH DOT would pay \$235,000 of that with the city having a cap of \$315,000. There are applications being made for federal funds to cover that portion. This would move it ahead by getting to the point of having actual construction documents by virtue of hiring a landscape architecture team.

Alderman Plamondon

Is this a CDBG approved area? Can we do this? I thought it had to be a CDBG approved area.

Paul Newman

It is on the edge of the Community Development Block Grant target area and think about who would actually benefit from this. For example we did CDBG improvements in Railroad Square to the Duchane Oval – nevertheless that was not characterized as a neighborhood benefit project, that was a designated redevelopment area. This it seems would have the character of really more neighborhood level. It will not have any significant features that would draw people to come and park and travel much distance. It probably would mostly be used by people walking in from the nearby neighborhoods. On that basis you develop what seems to be a reasonable area from which people would walk to use it and you look at the income characteristics. I actually haven’t done that step. It is on the border. It is in the area, but right on the border. You draw circles and part of that side of the target area comes in. I do have to do that analysis to make sure if you decide you might want to consider funding it. I will do it one way or another.

Chairman Cardin

Are there any other questions on that line? Moving along – Historic City Hall Bell Placement – one time request for \$25,000.

Paul Newman

Actually this is an example of a project and actually the only one that would fall into that redevelopment area designation. The area east of Main Street and from Pearl Street up to Temple and Park was designated quite a few years ago – still has that designation effectively as far as HUD is concerned so the city can make improvements in that area. Back at that time the area was not nearly – it was somewhat disinvested. Court Street of courts was not in such good shape. A number of buildings had not been modernized and renovated. That was the strategy at that time and we have come a long way and a lot of improvements have been made. It does still leave the door open to do things in that area and the notion is if the bell were located

somewhere near where the original city hall was, which is in that target area, that redevelopment area, that it could be funded under block grant funds.

Certainly the Community Development staff are going to look for other sources of funds. Anything you might contemplate is kind of a little step in that direction. I think all we are suggesting is that if we all have the time it would be a wonderful community fundraising effort as well.

Alderman Deane

Where is the bell?

Paul Newman

It is on Church Street, which is the street that comes off of Court Street. Near the big series of bays at the old fire station. It weighs 4,400 pounds.

Chairman Cardin

We funded the removal of that through this grant?

Paul Newman

Actually it was done through another source. It was not through this grant.

Alderman Tollner

But it was funded by the city.

Paul Newman

Yes.

Chairman Cardin

Are there any other questions on that line? DPW – Hellenic Circle/Walnut Street Oval Handicapped Ramps

There is no one here to discuss this – I know I have spoken with Steve Dookran about this project.

Paul Newman

I can speak to it briefly. There was I think at one time contemplated a reconstruction and reconfiguration of streets by DPW in this vicinity, but this is at least the minimum improvements that they feel need to be made to bring this up to current accessibility standards and to deal with the somewhat difficult pedestrian movements around that traffic circle and into the oval. Handicapped – any improvements that are made to improve accessibility for those that are

handicapped are eligible under the CDBG much like other types of benefit are presumed to accrue principally to persons of low or moderate income such as senior citizens, those who are homeless, abused and neglected children, and those with handicaps. It would qualify for the funding even though it is not in a residential target area it benefits principally people with handicaps.

Alderman Plamondon

Not in a residential target area?

Paul Newman

We can do street and sidewalk improvements in residential areas because it benefits low and moderate income people who live there. This is not a predominantly residential area so you have to find – it has to qualify under some other..

Alderman Plamondon

I would think that it is. Between Clock Tower and the Tree Streets neighborhood there is a lot of pedestrian traffic from residents in this area. That is not what my -- I have spoken on this project many times. We have serious traffic pattern problems and even worse pedestrian access in this area. Something does need to be done and the tip downs need to be done for handicapped accessibility. I am not sure if we – I want to talk to Steve more on this. I thought maybe we could scale it down a couple of the crosswalks or the accessibility on a couple of the crosswalks to try to save some money because part of the terminus study of the Broad Street Parkway and the downtown master plan and I believe it is in the downtown parking plan – all the plans highlight Hellenic Circle and squaring it out. Basically it will change the traffic pattern in this area making it instead of an oval and a confusing traffic pattern we're it is probably the only round or oval configuration in the state where the right of way is reversed from the norm for example, but all the patterns square out this oval in rectangular fashion and it controls the traffic a lot more and pedestrian access.

I think for instance on Chestnut and Walnut those areas won't change. It is more over in the area with Factory. I just think we might be able to save a little bit of money on this. Before we go to a final vote I want to talk to Steve some more on this because of the potential – the changes that will be coming down the road.

Chairman Cardin

Alderman Plamondon these are not – just because we are skipping by these doesn't mean we are not going to recommend changes to these amounts. We are just going through it all so that we know what we are adding to..

Alderman Plamondon

I am just voicing things because I don't know if everybody remembers all the various studies that looked at this already.

Chairman Cardin

Thank you.

Alderman Deane

I would recommend that Alderman Plamondon do what he says he is going to do and go talk to Steve Dookran and see if he can bring that price down a little bit. Then do a comparison on the other studies that have been done.

Alderman Plamondon

We have had talks already on it.

Alderman Deane

Thank you.

Chairman Cardin

Economic Development – MicroCredit – self-employment training – New Hampshire Community Loan fund is that what that says?

Klaas Nijhuis

That is correct. Community Loan Fund runs a statewide micro credit program that is coupled with small business development and micro credit is really bringing the necessary funds to small business operators. They are targeting Nashua specifically the Hispanic population in Nashua to embark on these entrepreneurial activities. The program obviously costs far more than the \$12,500 they are asking for just to service the Nashua area alone. This is a staff position that does business development training and provides access to the money. The funding for the actual loan pool is not part of the CDBG requests. This is a staff request.

Chairman Cardin

Thank you. I know we funded this last year and the committee saw this as a very favorable request.

Alderman Lozeau

Where are they located? Where do they work out of?

Klaas Nijhuis

The Community Development Loan Fund has offices at 7 Wall Street in Concord, NH and they have a Calgary of project type folks who essentially work out of their cars and homes and out of existing facilities within communities they serve. Predominantly this is being serviced out of the Ash Street Community Center.

Alderman Tollner

We did fund this last year. Do you have any report that you can provide us as far as how many people they contacted or what the activity was so we can check as far as the investment of the \$12,000 so we can see what we are getting for \$12,000?

Paul Newman

I will also encourage them to come to the public hearing and answer any questions.

Alderman Tollner

There may be some success stories – that is what would make it worthwhile.

Chairman Cardin

Are there any other questions on that line?

Human Service program support *15% max) – continuation - \$133,500 – that was discussed at our last meeting. That is the maximum allowable for human service programs support.

Are there any questions on that?

Administration – Community Development Riverfront Promenade Concept Plan – one time request \$25,000/

Paul Newman

Certainly aware that there have been substantial advancements to the downtown and Nashua Riverfront. A few years back the Renaissance Park along with the former Water Street parking lot was implemented and now more recently the river front walkway adjacent to the former Gooddales building is being designed, and an element is also included in the future development site of the combined senior center and senior residence off of Temple Street. This request is for \$25,000 to continue that design with particular elements to connect these together and to tie the whole thing in also with the cotton transfer bridge, which is to be converted to a pedestrian walkway.

Alderman Tollner

I see that one of the 6 grants that the grant writer tried to acquire last year – this was denied. I guess I have a problem funding this through CDBG money because there is going to be a considerable development down there with the restaurant and the condos and things like that. I don't know how the committee feels, but I am not comfortable spending CDBG monies for a plan design for that particular project. I think that should be incorporated with the project itself. That is just my opinion.

Chairman Cardin

Does anyone else want to weigh in on that?

Community Development Division – Consolidated Plan Preparation – one time request of \$10,000

Paul Newman

The consolidated plan is a document that the city in receipt of CDBG and home funds must prepared at least every 5 years. It is one of those things that is good for us too even though they tell us it has to be done. It provides an opportunity to go back and reflect on the past use of the funds, current use in the community, and our resources. We, in Urban Programs, assist you all really and the community working with many others in trying to determine what those needs are, set your priorities and goals, and then endeavor to apply the funds accordingly. The previous plan, the last one prepared was in the year 2000. It was really a very extensive effort that brought in many different elements of the community. At that time we employed an individual who formerly worked for the city that had networked through her career with both people that would benefit from these programs, those who administered programs, and also those in elected office who made decisions on policies and such. That was a great opportunity. We used those funds principally for the temporary employment of the person for that specific purpose.

Because it is an every 5-year effort we suggest that in order for this committee and the full Board of Aldermen to make this a worthwhile endeavor that the commitment be made to funding it. The last time was budgeted at \$10,000 and in the year 2000 we actually spent \$9,695. There is the prospect this time around that we might endeavor to partner, if you see this would be worthwhile, with an institution of higher education, university college. We also have this go around the need to incorporate all the findings of the 2000 U.S. Census, which we did not do last time. That will be one additional element of this.

Chairman Cardin

I have to say that I was fortunate to be involved with the process in 2000. It was a great effort. I know that Joan Schultz was the person who worked many hours and did a great job pulling that together. There were over 70 people that got together up on the third floor and did some good work putting this plan together. I think this is money very well spent.

Alderman Tollner

Can I just get a write up – out of the \$10,000 how are those monies going to be allocated? I would agree with Alderman Cardin, but is it going to be through a program, given to one individual? There is no write up in our packets that is the only reason I ask. I would like to see a write up on what your expectation is of the program, what the results are that you expect, and maybe a copy of the last time we did it. I am sure it is valuable I would just like to get my hands around it a little bit, and there was no information in the packet.

Paul Newman

Quite correct and I will do that. In terms of the expectation, we started last time about mid winter and this time we expect we would start somewhat earlier, say September, on this effort in order to really allow the time to address it properly.

Chairman Cardin

Part of the review & comment process that I have been involved with for, this is my 7th year, we have taken also the consolidated plan, the priorities that were set forth in there, and used that to allocate the 15% and the money from the 505 account that goes to these programs. It is a pretty valuable document.

Are there any other questions?

Community Development Grant Writer/Planner – contract service - \$20,600

Alderman Tollner

Same as last year right?

Paul Newman

Same dollar amount?

Alderman Tollner

Situation for the most part dollar amount.

Paul Newman

As we discussed earlier this is the one you will get a further report on in the next week.

Alderman Deane

Didn't we have this hand out in here that -- ... **tape inaudible** ...When you look at the cost of \$20,600 for 15-20 hours per week and I would imagine if you look at the 6 grants that were applied for, for a total of \$68,000 – out of the \$68,000 worth of grants that were applied for we received \$8,000. Two were declined and we are waiting word this month on two of them for \$20,000 and \$10,000. They are waiting for April for the results on another \$10,000. We spent \$20,600 to search out \$68,000. Something is wrong with that. That is just my opinion – you go on the Internet and go through because I have done it to look for educational grants for college and whatever, there are thousands of pages of grants you can apply for. That is just in an educational scenario. I am wondering why there is such a lack of volume of applications for grants when if you look through some of the requests for this very money that there might be grants available for. I would be interested to find out why we would spent \$20,000 to go after \$68,000 worth of grants. I would have thought that the volume of the searching effort and application effort would have been a lot greater than what has been presented. \

I just look over at the police department and see what Glenn Levesque brings in here. Granted it is a different entity but still he brings in hundreds of thousands of dollars in grant money every year.

Alderman Tollner

I would echo that. I am reading the last paragraph here and it states the initial time during the first 6 months was spent researching grants and setting up databases. Six months time to do that and maybe that is the right amount of time, but to only put in 6 grant requests during the course of the year. I was left with the impression that we were going to be applying for 60-80 grants during the course of the year and hopefully 10% or 5% of those would stick. I will have to look at my notes, but I also recall conversations whether it was during committee meetings or outside committee meetings of if we are going to invest \$20,000 we were going to get back our money 3 or 4 fold.

The other thing is I am looking at the grants that were requested – the riverfront promenade, wetland buffer, heritage trail – given the fact that we are using CDBG monies I also thought that we were going to apply for grants for a variety of different requests and it wasn't going to be concentrated around these items here but I also thought there would be support for entities like downtown or soup kitchen or whatever it might be to assist them in their efforts. I have to say – not that I am saying at this point I am willing to give up on this, but we have to see a lot better performance. The bottom line is we invested \$20,000 and we are only getting \$8,000 in return. If we are going to make an investment, and again I have no problem making an investment of \$20,000 for a grant writer, but we need to get back double, triple, quadruple the investment. That is why I think we did it. I would agree with Alderman Deane's concerns and maybe some of these other grants will come in by the time we need to make our decision, but we need to see a lot more productivity than what we have seen in the last year.

Alderman Deane

I just want to hit back on that. I think we should see a prioritized list of projects with the costs associated with them along with the possibility or availability of being able to obtain grant funding to either get the projects off the ground or to subsidize the cost of the projects. When you look at this trade show booth for OED – what is OED? They are looking for \$4,500 to put a trade show booth up? I think the grant writer is a great thing, but let's try to figure out or understand what they are doing with the grant writer.

Chairman Cardin

Alderman Deane in the letter that we got it says that this person identified 38 grant sources for Community Development projects, identified 50 projects for funding, and completed 7 grant proposals. Maybe Mrs. Hersh when she comes in, if she comes in for the public hearing, will bring us more information.

Alderman Deane

You may identify 38 grant sources and she identified 50 community development division projects for funding, but only 7 of the proposals and applications probably met the criteria of the

projects in place. The sources are one thing, but if there are only 6 applications and 58 projects and she found 38 sources in which to apply there is probably thousands of sources that she can identify to apply, but if they don't meet the criteria of the project there is no application available.

As Alderman Tollner had stated I look at the quantity and the quality of what was applied for and quite frankly I don't really see anything that sticks out in my mind as a city priority.

Chairman Cardin

Alderman Deane the reason I raised that is because you said that they should have priorities and it looks like they do have some type of listing of what they were looking at so perhaps they can bring that to the next meeting.

Alderman Deane

The 50 projects you are referring to.

Chairman Cardin

Yes.

Alderman Deane

So those would be prioritized the 50 Community Development Division projects?

Chairman Cardin

Well it is at least a list to look at if you wanted to do some prioritizing ... **tape flipped** ...

I am sure we can ask Mrs. Hersh to bring it to the public hearing. Are there any other questions on that?

Community Development Division – Programs Operation, Administration – continuation - \$125,500

Paul Newman

This is from the spreadsheet that we talked about earlier – the time allocation.

Chairman Cardin

Does anyone have any further questions on that?

Neighborhood Crime Watch – time-to-time - \$1,000

Klaas Nijhuis

Various Alderman, Ward 4, Ward 3, Ward 7 have been involved in the creation and the support of various crime watch groups within those neighborhoods and those crime watch groups have

needs for material, supplies, and signage. You have seen the crime watch signs in the communities and the newsletters that they publish. They need these supplies in order to conduct essentially a volunteer run activity within a community and make it safer and better and ensure a higher-level quality of life within those neighborhoods.

Chairman Cardin

Excellent use of these funds. Are there any questions?

Contingency - \$40,000

Paul Newman

Those are funds that may be applied to unexpected circumstances as was experienced this year with the Nashua Soup Kitchen project, which conditions became apparent as the project got under way and also with PLUS Co. for example.

Chairman Cardin

Thank you. I will guess at this point I will entertain motions if anyone wants to ..

Alderman Tollner

I know this will be a working document, but I have had some conversations with a couple of members of the committee and then listening to some comments tonight – try and process this and then we can move forward. Under public facilities and improvements I would remove the streetscape design for neighborhoods on the fringe of \$60,000. I would remove Thorough Park construction documents - \$50,000. I have a lot of faith in the efforts of Alderman Plamondon so I will make a motion to reduce the Hellenic Circle/Walnut Street oval handicapped ramps making that \$25,000 – lowering that by \$10,000. I will also remove the riverfront promenade concept plan one time of \$25,000. I think that is enough for right now. I think we are going to get some more information on the grant writer and some of the other things. I think that will probably provide us with some additional dollars – what I would recommend right now is that we put it in contingency. The reason for that is I think this committee made a decision a couple of years ago on how and what we wanted to spend Community Development Block Grant money on. I think that we have a very clear pattern over the last 3-4 years as far as how I think the committee as a whole would like to see that money spent.

I also think given everything that is going on in the city right now and some budgets being cut I think it is more important to have some additional monies in contingency. The Library is a very good example of what can happen and we will probably need some additional funds for that.

MOTION BY ALDERMAN TOLLNER TO DELETE UNDER PUBLIC FACILITIES & IMPROVEMENTS THE LINE ITEM FOR STREETScape DESIGN FOR NEIGHBORHOODS ON FRINGE IN THE AMOUNT OF \$60,000, DELETE THE LINE ITEM FOR THOREAU'S PARK CONSTRUCTION DOCUMENTS IN THE AMOUNT OF \$50,000, REDUCE THE LINE ITEM FOR HELLENIC CIRCLE/WALNUT STREET OVAL HANDICAPPED RAMPS BY \$10,000, AND DELETE UNDER PLANNING AND ADMINISTRATION THE LINE ITEM FOR RIVERFRONT PROMENADE CONCEPT PLAN OF \$25,000

ON THE QUESTION

Alderman Lozeau

I would like to consider adding the bell to that list also.

AMENDED MOTION BY ALDERMAN LOZEAU TO INCLUDE THE DELETION OF THE LINE ITEM FOR HISTORIC CITY HALL BELL PLACEMENT UNDER PUBLIC FACILITIES & IMPROVEMENTS IN THE AMOUNT OF \$25,000

ON THE QUESTION

Chairman Cardin

Maybe we ought to take these one at a time instead of making all these motions.

Alderman Tollner

Maybe take the motions that I have made because unless I am reading the committee wrong I think they are comfortable with that set of motions. Maybe we can take the bell separately.

MOTION WITHDRAWN

Alderman Tollner

For anybody that is listening the work on the handicapped oval ramps in looking at the document there were 4-6 and I think Alderman Plamondon brought up some good information and points that we can still address those concerns and the issues surrounding the handicapped ramps by funding it at \$25,000.

Alderman Deane

I have my confidence in Alderman Plamondon to go down there because I have been talking to the Street Superintendent. They are going to do a lot of this work in house now. I looked at the plan that Steve Dookran, the City Engineer, did and they can go down there and do some street cuts and what they have to do to make that accessible. That is an in house job and I think that can be done for that money or even less than that money.

Alderman Lozeau

I would like to open up discussion on the Thoreau's Park. I think this is a long time coming. I would hate to step backwards on this one.

Alderman Plamondon

I am having a little heartburn over making the cuts now. We are going to have other entities come before us on what they are requesting. I felt I might have been cut short a little bit when I was talking about Walnut- Hellenic Circle because it was brought up that we aren't going to be taking any actions, but I find now we are making actions to cut.

I just thought for the benefit of making sure we are fully informed that maybe we should hear from Director Hersh. For example maybe neighborhoods on the fringe maybe not \$60,000 maybe we should go \$10,000.

Chairman Cardin

Alderman Plamondon the purpose of tonight was to come up with a resolution that is a workable document that can be amended at the next committee meeting after the public hearing when we get all that input. Tonight we want to put a resolution forth that we can have a public hearing on.

Alderman Plamondon

I still have a lot of questions on the strategy and so on.

Chairman Cardin

I thought we kind of explained that we were going to go through it and not make any cuts until we got to the end and then go back and draft a resolution. Maybe I wasn't clear, but that was the intent to come up with a resolution so that we can have the public hearing and have something to have a public hearing on. Are you okay with that? It is a working document and we can certainly amend it when it comes by.

Alderman Plamondon

We could amend the resolution so we could actually put forward what we have before us.

Chairman Cardin

I am not going to put forward a resolution that is over spent on the CDBG. I won't do that.

Alderman Plamondon

Again it is a workable document.

Alderman Deane

How would you spend more than you have?

Alderman Tollner

I will amend my motion and break it out individuals, but I think that is what we spent the last 3 hours on tonight was we were going to go through this, we had the information that was sent to us previously, we asked questions, and we started making some decisions and put it in a piece of legislation so we can move forward.

MOTION WITHDRAWN

MOTION BY ALDERMAN TOLLNER TO DELETE UNDER PUBLIC FACILITIES & IMPROVEMENTS THE LINE ITEM FOR STREETScape DESIGN FOR NEIGHBORHOODS ON FRINGE IN THE AMOUNT OF \$60,000

MOTION CARRIED

MOTION BY ALDERMAN TOLLNER TO DELETE UNDER PUBLIC FACILITIES & IMPROVEMENTS THE LINE ITEM FOR THOREAU'S PARK CONSTRUCTION DOCUMENTS IN THE AMOUNT OF \$50,000

ON THE QUESTION

Alderman Lozeau

I am not ready to cut that one out of the picture yet. Can we move forward and leave that one open for discussion at another time? I think that is a project that is a long time coming.

Chairman Cardin

We can discuss it now.

Alderman Lozeau

I don't want to lose that project. I think it is a long time coming and I think Lake Street/Main Street needs the rejuvenation of that area. It is a safety hazard – all of those things.

Chairman Cardin

My feeling on this one is that it is one of those projects that we could get a grant writer to write a grant for and fund it that way. I think it is a worthwhile project too. Some of these are worthwhile projects. I think if we are going to fund anything related to some of these I think maybe getting the grant writer to go after money – maybe there is other federal money out there. I just think there is a better use of these funds at this point. That is my opinion.

Alderman Deane

I agree with Alderman Lozeau on this one. I am looking at the bottom line here ... **tape inaudible** .. and we will have the completion of two multi-years done and we will have \$97,000 available next year once the Adult Learning Center is done and the Children's Home will be done. That will free up \$97,000. I do agree with you that area down there is an absolute disgrace and it is too bad something can't be done with it, but when you look at the bottom line here we will have to fudge things around. Next year we will have close to \$100,000 available.

Alderman Tollner

I would agree with the previous speaker that it is important and that it is a mess down there that does need to be cleaned up, but if you look at the recent actions the total cost to complete the project they are estimating right now to be half a million dollars. It says in the write up that the city is going to pursue federal funds to cover the cost of the city's share with the Department of Transportation picking up \$235,000. This is just for construction documents. I think it is worthwhile to address and do something down there if we have state funds and federal funds and at that time yes then I think it would be worth the city's while to throw into the project the city funds, but to throw in \$50,000 right now when there is still hundreds of thousands of dollars away from it – given everything else that is going on right now I would rather spend those monies somewhere else this year.

Alderman Lozeau

I am good with that. Thank you.

Chairman Cardin

Is there any other discussion?

MOTION CARRIED

Alderman Tollner

For the record should the grant writer position continue this is one that should be a number one priority on that person's list.

Alderman Deane

Maybe it is already on that list.

**MOTION BY ALDERMAN TOLLNER TO DELETE UNDER PLANNING AND ADMINISTRATION THE LINE ITEM FOR RIVERFRONT PROMENADE CONCEPT PLAN OF \$25,000
MOTION CARRIED**

AMENDED MOTION BY ALDERMAN TOLLNER TO DELETE UNDER PUBLIC FACILITIES & IMPROVEMENTS THE LINE ITEM FOR HISTORIC CITY HALL BELL PLACEMENT IN THE AMOUNT OF \$25,000

ON THE QUESTION

Alderman Lozeau

For all the reasons – money could be better spent somewhere else.

Alderman Tollner

I think Alderman Plamondon is deep in thought over there, and I want to make sure that he knows that we are talking about the bell.

Alderman Plamondon

Yes and I am also looking at this that by cutting this now this will make a total of \$160,000.

Alderman Tollner

Given that a little bit of mobility as we head into the public hearing and possibly cover the cost of the issues that are happening down at the Hunt Library or some of the other agencies. I personally don't have any problem increasing contingency from \$40,000 to \$60,000 because as we have seen during the past year 2-4 problems have popped up. I am trying to think a couple of years ago we used some money for 14 Court Street didn't we for windows or something like that? That building in particular is an accident waiting to happen. I don't have a problem putting more money in contingency that way any number of the agencies that we discussed tonight as well as those that will come to the public hearing may have a situation that is coming near where they will need some assistance and I think we should be prepared to help them out.

Alderman Plamondon

I guess what I am looking at is instead of slashing it entirely for example the bell cutting it by \$20,000 and carrying a line item of \$5,000 so that if something needs to be done to the bell, let's say bring it indoors or to start the renovation of the bell, etc. – there is a line item there where funds can be drawn from to do something with it.

Alderman Tollner

You would prefer if we left it at \$5,000. I can support that.

**AMENDED MOTION BY ALDERMAN TOLLNER TO REDUCE, UNDER PUBLIC FACILITIES & IMPROVEMENTS THE LINE ITEM FOR HISTORIC CITY HALL BELL PLACEMENT BY \$20,000
MOTION CARRIED**

Alderman Tollner

Every single motion was approved unanimously by this committee.

Chairman Cardin

Are there any other motions at this time? Do we know where we are otherwise?

Alderman Deane

One hundred and forty thousand cut.

Alderman Tollner

I have \$155,000 cut. I have \$25,000 for the promenade; I have \$60,000 for the neighborhood fringe, \$50,000 for Thoreau Park, and \$20,000 for the city hall bell and then \$10,000 for the oval.

Alderman Plamondon

I don't think we voted on the oval.

Alderman Tollner

How would you like to handle that sir?

**MOTION BY ALDERMAN PLAMONDON TO REDUCE UNDER PUBLIC FACILITIES & IMPROVEMENTS THE LINE ITEM FOR HELLENIC CIRCLE/WALNUT STREET OVAL HANDICAPPED RAMPS BY \$10,000.
MOTION CARRIED**

Alderman Plamondon

So it is \$165,000.

MOTION BY ALDERMAN TOLLNER TO ADD \$29,000 TO CONTINGENCY

ON THE QUESTION

Alderman Tollner

I think we said we were withdrawing \$165,000 from the request line, which would leave us with approximately \$29,000 and the motion is to take whatever additional monies that are left over and put it in contingency at least now and we can decide what we want to do at the public hearing.

Alderman Deane

Sixty eight four for contingency.

MOTION CARRIED

MOTION BY ALDERMAN TOLLNER TO ACCEPT, PLACE ON FILE, AND APPROVE THE COMMUNICATION FROM PAUL NEWMAN AND KLAAS NIJHUIS AS AMENDED BY THIS COMMITTEE
MOTION CARRIED

UNFINISHED BUSINESS – None

DISCUSSION

Alderman Deane

I said it last year and I will say it again this year – although I am not a member of this committee the first year I was on here and we spent about 4.5 or 5 hours going over this and this process now is just night and day. The whole process has come a long way. Thank you.

ADJOURNMENT

MOTION BY ALDERMAN TOLLNER TO ADJOURN
MOTION CARRIED

The meeting was declared adjourned at 9:55 p.m.

Alderman-at-Large James R. Tollner
Committee Clerk