

TOWN OF BARTLETT – OFFICE OF THE SELECTMEN

MINUTES: SELECTMEN'S MEETING – FRIDAY, AUGUST 3, 2013

ATTENDANCE: SELECTMEN GENE G. CHANDLER (CHAIR), DOUGLAS A. GARLAND, and DAVID A. PATCH

REPORTERS: NONE PRESENT

Selectmen's Meeting opened at 9:02AM.

Three public hearings were posted on July 17, 2013 and scheduled for today for a grant request for Ragged Mountain Equipment located at 279 NH Rt. 16 (Tax Map 1RT016-135L00) in the Town of Bartlett, NH. In attendance were Pat Garvin from North Country Council, Rob Nadler and Cort Hansen, owners of Ragged Mt. Equipment, and Jac Cuddy from MWV Economic Council

There were no members of the public present.

1ST PUBLIC HEARING:

COMMUNITY DEVELOPMENT BLOCK GRANT Project:

The 1st public hearing was opened at 9:03AM. Chairman Chandler asked Pat Garvin from North Country Council to introduce the Community Development Block Grant (CDBG) project.

Note: There were handouts about all 3 public hearings available for the public.

Community Development Block Grant funds are available to municipalities for economic development, public facility and housing rehabilitation projects and feasibility studies that primarily benefit low and moderate income persons. Bartlett is eligible for up to \$500,000 a year for public facility/housing rehabilitation, up to \$500,000 a year for economic development projects, as well as up to \$500,000 a year in emergency funds. Feasibility Study funds are available for up to \$12,000 per year.

This proposed Economic Development application to the Community Development Finance Authority is for up to \$120,000 in Community Development Block Grant funds for the 2013 program year. \$102,500,000 of these funds will be sub-granted to the Mt. Washington Valley Economic Council. The Council will use the funds to make a loan of \$100,000 to the Ragged Mt. Equipment company for working capital and equipment purchases. As a result of this loan, Ragged Mt. Equipment will retain 10 FTE jobs and create 4 new positions. At least 86% of these jobs will be filled by persons of low and moderate income. The remaining \$2,500 will be retained by the Council to cover the expenses related to making the loan and collecting the loan payments.

The Town of Bartlett will retain \$17,500 of the grant funds for costs associated with the CDBG grant. These costs would be allocated as follows: \$500 for advertising, \$1,000 for the town's legal review of the contract, and \$16,000 for grant writing and administration of the project.

If you do approve of NCC writing the grant, the town would only have to pay for the grant writing if the application was approved. The town would contract with a grant administrator to administer the project on behalf of the town.

This project conforms with the town's proposed Housing and Community Development Plan's goal of promoting the retention and expansion of job opportunities for residents.

Comments: Rob Nadler stated that in response to the Selectmen's question from the prior meeting, Ragged Mt. currently employs 5 Bartlett residents and without this loan, they will have to downsize both employees and their physical location. He also presented documentation from a licensed septic designer that they can meet the Town of Bartlett Zoning Ordinance density requirement.

No other comments.

The 1st public hearing was closed at 9:05 AM.

2ND PUBLIC HEARING:

The 2nd public hearing was opened at 9:06 AM and Chairman Chandler asked Pat Garvin to introduce the Housing and Community Development Plan draft.

Housing and Community Development Plan

This is an updated Housing and Community Development Plan (HCDP). It includes the national and state CDBG objectives, as required. A Housing and Community Development Plan that is no more than 3 years old is a requirement for applying for CDBG funds.

No comments were made.

The 2nd public hearing was closed at 9:07 AM.

3RD PUBLIC HEARING:

The 3rd public hearing was opened at 9:08 AM and Chairman Chandler asked Pat Garvin to introduce the Residential Anti-displacement Relocation Assistance Plan (RARA).

RARA Plan

This Residential Anti-displacement and Relocation Assistance Plan is standard language which provides a procedure in cases where there is residential or business displacement due to a project using CDBG funds. It must be adopted for each CDBG project. For this project, no displacement or relocation is anticipated but the plan must be adopted in the unlikely chance that displacement takes place.

No comments were made.

The 3rd public hearing was closed at 9:10 AM.

The Selectmen then voted on the following items relative to the project:

Motion was made by Garland, seconded by Patch to approve the submittal of the CDBG application on behalf of Ragged Mountain Equipment. No further discussion. VOTE: Passed.

Motion was made by Garland, seconded by Patch to approve the updated HCDP. No further discussion. VOTE: Passed.

Motion was made by Garland, seconded by Patch to adopt the RARA Plan for the project. No further discussion. VOTE: Passed.

Motion was made by Garland, seconded by Patch to authorize the Chair of the Board of Selectmen to submit the application and execute any and all documents necessary to effectuate the potential CDBG contract. VOTE: Passed.

Motion was made by Garland, seconded by Patch to have North Country Council write the CDBG grant on behalf of the town. VOTE: Passed.

Garvin explained that CDFA will not let NCC administer this grant, only write it. Garvin will help us with the process of getting a consultant, and then the consultant will take care of the administration. The reason CDFA made this decision is because the NCC Revolving Loan Fund is the match funding for the project and CDFA doesn't want even the appearance of a conflict of interest.

Selectmen proceeded with the rest of their weekly meeting (that did not pertain to any items listed here) and those minutes are recorded separately.

Respectfully submitted,

Lynn P. Jones, Administrative Assistant to the Selectmen