**TOWN OF EPSOM**

**BOARD OF SELECTMEN**

**940 SUNCOOK VALLEY HIGHWAY**

**EPSOM TOWN OFFICES**

**JANUARY 22, 2019**

**6:00 PM**

**Chris Bowes Approved \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Virginia Drew**

**Staff Present:** Nancy Wheeler

**Other Attendees:** Deb Sargent; Jack McEnany; Michelle Supry; Tara Reardon; Dennis Goodreau; Frank Quimby; Lucie Weeks; Ralph Weeks; Isabelle Pomerleau

Chris called the meeting to order at 6:00 PM.

**Pledge of Allegiance**

Chris asked Ms. Reardon to lead the Pledge of Allegiance.

**Review and Accept or Amend the Agenda**

Chris requested to add the signing of the Default Budget for 2019.

**Virginia motioned to approve the agenda as amended, Chris seconded the motion. The motion passed.**

**Scheduled Appointments**

6:00 – Public Hearings – CDBG Grant for King’s Towne Crossing Cooperative

Chris opened the Public Hearing on the Proposed Project - King’s Towne Crossing Cooperative Park Acquisition

Chris reviewed information regarding the Community Development Block Grant funds: They are available to municipalities through the NH Community Development Finance Authority (CDFA). Up to $500,000.00 annually is available for economic development, up to $500,000,00 for public facility and housing projects, and up to $350,000.00 for emergency activities. Up to $12,000.00 is available per feasibility study grants. All projects must directly benefit a majority of low and moderate income persons.

This is a proposed application to the Community Development Finance Authority for up to $500,000.00 toward the acquisition by Kings Towne Crossing Cooperative, located at 10 Kings Row, Epsom, NH. The Town would retain some of the CDBG funds for administrative expenses and subgrant $475,000.00 to the Cooperative toward the acquisition of the Park to allow it to remain affordable to the residents. The majority of the residents at the Park are of low or moderate income.

This project conforms with Epsom’s Housing and Community Development Plan’s Goal of: Housing – Encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all ages and income groups. (Short-term and Log-term Goal)

Chris asked for public comment.

Mr. McEnany further discussed the CDBG Grant information.

Lucie Weeks noted she was in favor of the grant for the potential Cooperative.

Deb Sargent asked if the residents would own the property. Ms. Reardon explained the residents would be purchasing the property.

Deb asked if each resident would own their own plot of land. Ms. Reardon explained no one would own individual parcels, but the Cooperative would own the entire property with the residents owning their individual manufactured homes. Residents would continue to pay lot rent to the cooperative.

Frank Quimby asked who determines the low income. Ms. Reardon noted the information that is used to determine income limits, etc.

Chris asked if there were further comments. There were no further public comments, but the Board left the hearing open for public comments as they continued other business.

The Board signed the default budget that was approved at the last meeting.

**Virginia motioned to approve a request from a town employee to extend vacation time as he is unable to use it due to a shortage of employees in that department, Chris seconded the motion. The motion passed.**

Chris verified that there were no additional public comments.

**Virginia motioned to close the public hearing on the Proposed Project - King’s Towne Crossing Cooperative Park Acquisition, Chris seconded the motion. The motion passed.**

Chris opened the public hearing for the Housing and Community Development Plan

Chris noted the Town’s Housing and Community Development Plan outlines short and long term community goals. The Plan is the same as last adopted on June 16, 2008.

Chris asked for public comment.

Deb Sargent asked the number of lots. Ms. Reardon noted there were 133 approved lots with 128 being occupied at this time.

Virginia asked the rate of participation of the park residents. Mr. Goodreau noted that they have a good participation rate. Chris asked what happens if someone determines to not participate, it was noted that they would pay rent, etc. but would be unable to vote on matters at association meetings.

Deb asked if there was room for additional lots. Nancy noted that when the park was established the number of lots were determined with further revisions to the site plan after the floods of 2006. Some homes were relocated out of the flood zone at the rear of the park abutting the Suncook River to other areas.

Chris noted some of the goals of the Grant.

Lucie noted that the present owners made agreements with the Town when there was flooding with some lots being relocated to the top of the property.

**Virginia motioned to close the public hearing on the Housing and Community Development Plan, Chris seconded the motion. The motion passed.**

Chris opened the public hearing for the Residential Antidisplacement and Relocation Assistance Plan

**Virginia motioned to open the public hearing, Chris seconded the motion. The motion passed.**

Chris noted this Plan states in general, that if the Town were to undertake a CDBG project which involved displacement and resulting relocation they would follow the Uniform Relocation Act requirements. The Residential Antidisplacement and Relocation Assistance Plan outlines the measures they would take to find comparable, housing for persons (or businesses) displaced and/or relocated.

This project is the acquisition of the Park, no displacement or relocation will occur.

Chris asked for public comment.

Ms. Reardon discussed if funds are used and displacement occurs replacement housing would have to be found for the displaced residents. Since this is a grant for purchasing the property there would be no displacement.

Mr. Quimby asked if you still needed to obtain permission from the Town to add an addition. Lucie noted that plans have to be drawn up and approved by the park manager and then the resident would go to the Town for a permit.

Ms. Pomerleau noted that NHCDFA has a webpage that explains everything suggesting people look at it.

Chris asked the participation rate of residents. Tara noted that residents have a lot to take in. She noted that once the property is acquired most residents do join the cooperative. She noted that there are 127 cooperatives in the State with there being one additional one to close next week. She noted that it is difficult for cooperatives to manage things at the beginning.

Chris verified that there is a Park Manager to manage items. Ms. Pomerleau noted there is ongoing Board participation. She noted that they do assist residents in managing the Cooperative.

Mr. Quimby asked if the park is on the market now. Ms. Reardon noted that it is for sale, but in New Hampshire there is a law that residents are able to purchase the property.

Deb asked if the Town receives any of the money. Mr. McEnany discussed that $25,000.00 is held for administrative costs, etc. by the Town. Mrs. Weeks reiterated that not much would change for the Town.

Chris asked if there was any further public comment. There being no further public comment Chris closed the public comment for the public hearing.

**Virginia motioned to re-adopt the Housing and Community Development Plan, Chris seconded the motion. The motion passed.**

**Virginia motioned to adopt the Residential Antidisplacement and Relocation Assistance Plan, Chris seconded the motion. The motion passed.**

Chris verified that they had to vote to allow a Selectmen to sign documents.

**Virginia motioned to approve the submittal of the King’s Towne CDBG application and authorized the Chairman or Vice-Chairman to sign and submit the CDBG application, and upon approval of the CDBG application, authorize the Chairman or Vice-Chairman to to execute any documents which may be necessary to effectuate the CDBG contract, and any amendments thereto, Chris seconded the motion. The motion passed.**

**Virginia motioned to accept federal grant funds, Chris seconded the motion. The motion passed.**

**Signature Items**

Accounts Payable - Signed

**5 Minutes for Public Discussion**

There was no further public discussion.

**Other Business** (as agenda is subject to change)

**Virginia motioned to close the meeting, Chris seconded the motion. The motion passed.**

Chris adjourned the meeting at 6:33 PM.

Respectfully Submitted,

Betsy Bosiak,

Acting Recording Secretary

**Non-Public Session** per RSA 91-A: 3 II (a, b, c, d, e, f, g, h, i) as necessary

*Please note that all Board of Selectmen meetings /hearings/sessions are held at the Selectmen’s Office, 940 Suncook Valley Highway unless otherwise noted.*