

Selectmen's Meeting Minutes  
Monday, February 27, 2017

At the Selectmen's Meeting held on Monday, February 27, 2017 the following people were in attendance: Mark Lufkin, Peter Corey, Wendy Hersom.

Mr. Bob Fink, member of the Board of Directors of the Morrison Nursing Home, Cathy Conway of NCIC, Tom Ladd, Sondra Brekke, Richard Harris, Sr., Richard Harris, Jr., Edie Worcester, Marsha Lombardi, Frank Lombardi, Kate Lombardi, John Ross, Jr., and Duncan Nevers were also in attendance.

Mr. Fink said the purpose of the meeting is to get a final o.k. in terms of submitting the CDBG application. It was Mr. Fink's hope to have Bryan Fogg here tonight, who is also on the Board of Directors and provides oversight on the building construction. He was hoping Mr. Fogg could give us an update on the construction project. Mr. Fink said you might see changes on the side of the hill. It seems to be progressing very, very well in spite of some of the winter trials they have had. Mr. Fink said the target date is flexible, but they are looking at the spring of 2018. Mr. Fink said the construction of the big building in the background is probably going to be in the fall before we open. Mr. Fink said they have ordered the 14 cottages that are being built by a construction company. They are going to start putting in the concrete pads and they should be in by June or in that neighborhood. It is progressing well. They have a clerk of the works and an owner's representative. His name is Ken Heath. He is doing the oversight and reports monthly to the Rural Development department and to the construction funding company. He has been wonderful in keeping things on track.

Mr. Fink said that they have a new administrator at the Morrison and Sartwell, It is Chad Dingman who is the new executive director. He is in his third month. He has made some major changes and improvements in the operation of Morrison. He has some New ideas and they seem to be going well. The Board is particularly pleased with what he has accomplished thus far.

They have hired a project development person who is going to start March 1<sup>st</sup>, Mel Brooks, who used to be the administrator at Riverglen in Littleton. He is coming on as the project manager for primarily the oversight of the new construction. He is not going to be involved with Morrison or Sartwell Place.

NCIC is working with the Morrison on developing a CDBG block grant application. Cathy Conway of NCIC was in attendance to discuss the CDBG process. She said with CDBG the municipality or county must be the applicant. We want to see if the Town is interested in being the applicant. Part of the process includes a public hearing, which is a noticed public hearing. The Board would ask for public comment on the housing plan and residential anti-displacement relocation plan. The Board would decide after the public hearing whether to submit an application or not. The Board is eligible for up to \$500,000 in economic development and \$500,000 in public facilities. The economic development is on a revolving basis, first come first

serve. The public facilities happens in July so they are looking at economic development for this program. If we decided to move ahead it goes to CDFA and they do their review process. Governor and Counsel will approve it. The Town will enter into an agreement with CDFA and with a sub-recipient agreement with the Morrison. The Morrison is responsible for creating the jobs. They would sign an agreement to create those jobs. The CDBG program needs to have a grant administrator. You can do it on your own or hire a person. The grant pays for that grant administration, but since an audit is required you set aside \$2,000 to cover any audit costs. There will be some advertising costs associated as well for the public hearing. The Town recoups their costs.

They would put money in the grant for NCIC for the grant writing costs. \$500,000 for the grant and \$20,000 for the grant administration, audit and \$4,000 for NCIC to write the application leaving the balance for the project itself. The Morrison is looking for working capital. When they get to the public hearing stage, they will discuss more of this. Every dollar from CDBG you get you have to put the same amount in, which Morrison would be doing is matching that \$500,000.

The other role NCIC plays is CDFA wants to make sure the business has the financial strength to create the jobs so NCIC would review the financials and in essence says yes we believe the financial ratios would be met. This is typically an 18-month program with the construction and purchase of equipment and happens within 18 months. That is a broad overview of the CDBG process.

Peter Corey asked how many jobs have to be created, and Cathy said they have to create 1 job for every \$20,000. Mr. Fink said the goal is 25 jobs to be created.

The state receives funds from HUD so the state has a community development block grant program and they have an application process and scoring criteria to allocate funds to communities around the state. The Town doesn't have to do but it is an opportunity to assist with job creation. Edie asked if the grant costs the taxpayers anything? Wendy said in a trickle-down effect all taxpayers would be paying with their federal taxes. There would be no town funds used for this project. Why would you need a grant to create a job? It is part of the financial package—they were looking to offset the costs with this grant.

Mr. Fink said this is to help fill a financial gap. There is pre-scoring they look at. They will feel comfortable with it before they submit the grant. If they go under, the Town is not responsible.

Dick Harris asked what are the advantages to the Town? If they don't receive all of the funding they may scale back the project. Marsha said they never should have started this project.

Peter asked if this requires any vote by the legislative body? The Board of Selectmen makes the decision. Peter asked if we do this for this year does this preclude us for applying for funds? Cathy said every calendar year you are eligible for \$500,000 for economic development and \$500,000 for public facilities. If there is neighboring community, they can apply on your behalf or the county can apply on your behalf.

Mr. Fink said will it happen without the grant? He said when the application for the funding went in to place this grant was part of this. There is a lag time before we open the door for residents to come in and start up the operations. There are costs that have to be met before the residents actually move in. There is a lag time. If you have a lot of capital, which is not the case in terms of Morrison, that is why this grant was built in to the application in the first place.

Cathy said an alternative they could go to the county commissioners for support through the community. Marsha said we are always giving to them. Wendy said we are not giving them anything, it is a vehicle for them to get a grant. If you go to college and you apply for the grant to help subsidize the costs, and this is what this is. It does not cost the Town to do this project. Frank Lombardi said if a business came in to buy Brown Street Furniture they could come to the town seeking CDBG grant funds.

John Tholl said the County routinely does CDBG grant applications for the smaller communities. John said it does not cost the taxpayers. Wendy said it is pretty common for businesses to use these grants to make the projects work. Wendy said when you pay your federal taxes, it goes towards the federal government and these types of programs.

Wendy said this was discussed with the Town and Morrison a couple of years ago and there was a commitment made back then, and they are ready to start the application process and schedule the public hearing if they want to move forward

Wendy made a motion, which was seconded by Peter Corey and unanimously approved to move forward and schedule a public hearing for this CDBG grant application process for Morrison.

Cathy Conway said that NCIC has a wireless line system that provides wireless internet service. They have an opportunity to expand that system expand from Bath/Woodsville, Lyman into Littleton Whitefield Jefferson and Lancaster. The area they are looking at in Whitefield to put a tower is Kimball Hill. Cathy had a preliminary map. This provides service to underserved areas. As part of this program one of the things that is important is community connect. It is important to accomplish in providing the service is that it might enhance some of the community public safety if you have dead areas throughout the Town. One local service said they have heart monitoring equipment that sends the information direct to the hospital, but they have dead areas in the town so it doesn't always work. It supports community facilities. Cathy said that they are looking at building these towers to cell towers specs. We want provide the opportunity to cell service providers. NCIC will put their broadband equipment on the towers.

Secured Network Services (SNS) out of Littleton is their partner. They are also working with Varsity Wireless. We would like to obtain a letter of support from the Board of Selectmen. Cathy said they have not negotiated with any landowners. Peter said they would need to go through the planning board process for approval for any towers. These are proposed locations, nothing is final. Cathy said because of the mountains and because the system is wireless point to point we have to see. We have a lot of people in Forest Lake area that can't get service. They have to see from one site to another site because it is point to point. We can't put a tower in isolation. It has to tie in with their system. The engineers have come up with these sites. It depends on a lot of circumstances. No specific sites have been determined.

Frank Lombardi said he would be leary if it is for profit. When we did the pole for the telecommunications a couple of years ago, the industrial communication company offered to give us space for fire and EMS, and Frank said that has not even happened. We don't even have wireless on that tower. That is supposed to communicate with Littleton. Anyone can come in and put up towers. This one hasn't even got their use on it. Peter said it has AT&T. The planning board did not define the space properly. We only agreed to one antenna. Frank is not sure it is in the best interest of the town to put up another tower if the tower we currently have could work. Cathy said in Lancaster and Groveton they have worked with public safety on telecommunication services for their services. This is just the application to expand the system. NCIC will be getting the grant. The grant process is just saying they are getting funding. The tower approval needs to get by the planning board. Frank feels they need to look in to the current tower we have in town. Cathy said part of the program they have is to provide service to unserved and underserved areas. John Ross, Fire Chief, said the Department of Safety is proposing to deliver an LTE network in the 700 MHZ Band that is specifically designated for Public Safety. John said he would like to see what the state is doing, and they are doing it for free. They will be able to send their heart monitors right to the hospital. The state could possibly be putting up towers. Cathy said that the grant they are putting in for is to install and construct. We are at the very early stages of the process. Frank said you get a grant, you make a profit for selling the space. Cathy said they have 30 sites, but they actually don't make any profit on that because we don't have the leases for the cell providers. They exchange it for the lease companies to operate it. This has 30 utility poles. Cathy said there are no guarantees that cell service would come to it. Do you feel your community is well-served with internet and broadband service, telecommunications? This grant will help better serve residents and community organizations. They are interested in providing internet, broadband service. Catht said you can through Wireless LINC, which NCIC operates, and if you put in your address their technicians can determine if you can get service. If you are able to get service, we would provide you with broadband. Wireless LINC is a business that provides broadband service for a monthly fee. There are expenses with installation, service, etc. There are reasons Verizon doesn't want to put up their service up here. There is not the density. Without broadband and internet service, businesses are saying they can't compete. Nowadays students are expected to have access to internet service. There are a lot of students that don't have internet access at home. That is another factor in providing that service. Edie said a friend of hers who lives out by the Grange and they brought something to her house so she could get internet. There is a monthly fee for the service. It is around \$40 a month for the basic service. Premium service is more expensive.

A motion was made by Peter Corey, seconded by Mark Lufkin, and unanimously approved to approve the minutes of the January 16, 2017, January 30, 2017, February 13, 2017 selectmen's meeting minutes, and the February 8<sup>th</sup> Public Budget Hearing Minutes.

A motion was made, seconded and unanimously approved to adjourn the meeting at 7:20 p.m.