



*City of Rochester, New Hampshire*  
Office of Economic & Community Development  
31 Wakefield Street • Rochester, NH 03867  
(603) 335-7522  
[www.RochesterNH.net](http://www.RochesterNH.net)



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## **FY 2019 (July 1, 2018 – June 30, 2019) Community Development Block Grant (CDBG) Activities Summary Report for the City of Rochester**

**submitted to the New Hampshire Division of Historical Resources on June 26, 2019**

This report has been prepared by the City of Rochester's Community Development Coordinator in compliance with the monitoring and reporting provisions of the Programmatic Agreement between the City of Rochester, NH and the Hampshire State Historic Preservation Officer ("Programmatic Agreement"), entered into June 2016.

Community Development Block Grant (CDBG) activities undertaken during FY 2019 are:

### ***Exempt and Categorically Excluded Activities***

The following activities are administrative/management, economic development, or public services that have no physical environmental impact or result in any physical environmental changes. As a result, all have been reviewed under 24 CFR 58 and have been found to be exempt from the provision of the National Environmental Policy Act and other laws and authorities cited in 24 CFR 58.5. No Request for Release of Funds or further environmental review is required. Compliance with any applicable requirements of 24 CFR 58.6 is required.

Description of exempt and categorically excluded CDBG activities and citations of applicable activity under 24 CFR 58:

1. CDBG Administration and Planning – 24 CFR 58.34(a)(3)
2. Court Appointed Special Advocates of New Hampshire – 24 CFR 58.34(a)(4)
3. Community Partners – 24 CFR 58.35(b)(2)
4. Cross Roads House – 24 CFR 58.35(b)(2)
5. Dover Adult Learning Center – 24 CFR 58.34(a)(4)
6. Tri-City Co-op – 24 CFR 58.34(b)(2)
7. Job Opportunity Benefit (JOB) Loan Program – 24 CFR 58.34(a)(11) and 24 CFR 58.35(b)(4)  
*[individual loans subject to HUD's Categorically Excluded Statutory Checklist for §58.35 (a)(3)(iii) activities]*
8. JOB Loan Program Loan – Thompson Tool Company loan, for payment of wages – 24 CFR 58.25(b)(4)
9. My Friend's Place – 24 CFR 58.34(b)(2)
10. MY-TURN – 24 CFR 58.35(b)(3)
11. SHARE Fund – 24 CFR 58.35(b)(2)
12. SOS Recovery Center – 24 CFR 58.35(b)(2)

### ***Non-Exempt Activities***

1. Rochester Recreation Department – Tennis Court Lights Project

This activity installed electric light poles at the existing tennis courts located at the Rochester Community Center (150 Wakefield Street, Rochester, NH 03867). This site is already developed and paved, and it is located just outside the urban core of the city in a highly developed area, surrounded by fast food restaurants, strip malls, and other development. A Request for Project Review was submitted to the New Hampshire Division of Historical Resources in May 2017, and a determination of “No Historic Properties Affected” was received.

While originally scheduled to take place during FY 2018, commencement of this project was delayed to early summer 2018. It was completed during FY 2019. No problems were encountered during this project.

2. Community Action Partnership for Strafford County – Weatherization Program

This activity performs small-scale weatherization renovations on single-family homes owned by low to moderate income residents. Many of these homes are manufactured homes less than 50 years old. During FY 2019, all forty individual projects performed under this activity have fallen within the activities stipulated as not requiring review by the New Hampshire Division of Historical Resources, under Appendix I of the Programmatic Agreement. No projects involved ground disturbance, and all involved little to no work that affected the exterior of the residences. Projects primarily involved replacement of furnaces and water heaters, insulation installation, replacement of faulty plumbing, etc. Individual project files are available for review upon request.

No problems were encountered during any of the projects.

3. Rochester School Department – Maple St. Magnet School Chairlift

This activity installed a chairlift between the second and third floors of Maple Street Magnet School (27 Maple Street, Rochester, NH 03867). This activity fell within the activities stipulated as not requiring review by the New Hampshire Division of Historical resources, under Appendix I of the Programmatic Agreement. All work occurred inside the existing school building structure. No problems were encountered during this project.

4. Rochester School Department – Spaulding High School Chairlift

This activity replaced an existing chairlift located in the auditorium of Spaulding High School (130 Wakefield Street, Rochester, NH 03867). This activity fell within the activities stipulated as not requiring review by the New Hampshire Division of Historical resources, under Appendix I of the Programmatic Agreement. All work occurred inside the existing school building structure. No problems were encountered during this project.

5. Rochester Housing Authority – Charles St. Permanent Support Housing Project Elevator

The project was planned to involve the installation of an elevator in a pre-existing building, formerly used as medical offices (165 Charles Street, Rochester, NH 03867). The Rochester Housing Authority received ownership of this building via donation and planned to convert the building to use for eight units of housing for chronically homeless persons. The original building has existed since approximately 1979 and is located in a mixed commercial/residential area of the city. This activity was determined to fall within the activities stipulated as not requiring review by the New Hampshire Division of Historical resources, under Appendix I of the Programmatic Agreement.

This project did not proceed during FY 2019, as the Rochester Housing Authority had gap funding issues related to the project. The CDBG funds allocated for the project have been reallocated to FY 2020 projects.

The City of Rochester did not receive any disputes or objections during its efforts to carry out the aforementioned activities and/or the terms of the Programmatic Agreement.

### ***Public Involvement***

The City of Rochester notifies the public about its CDBG program and CDBG activities through three formal processes—the Consolidated Action Plan, the Annual Action Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER). The Consolidated Action Plan is a five-year planning document for the CDBG program that is created with extensive input from the general public and low to moderate income residents in particular. The Annual Action Plan is an annual planning document that outlines specific activities for the upcoming program year, and it is also created with extensive input from the general public and low to moderate income residents in particular. The current Consolidated Action Plan, as well as the Annual Action Plans for each year under the current Consolidated Plan, are made available at the City Clerk’s Office, the Rochester Public Library, and the Office of Economic & Community Development. They are also posted on the city’s website at <https://www.rochesternh.net/community-development-division/pages/action-plans>.

The Consolidated Annual Performance and Evaluation Report provides a summary of all activities and accomplishments for the completed program year. CAPERs dating back to 2010 are posted on the city’s website at <https://www.rochesternh.net/community-development-division/pages/annual-reports>. Before the CAPER is submitted to the U.S. Department of Housing and Urban Development for review and approval, an official public notice and solicitation of public comments is posted in the local newspaper as well as on the city website.

In addition, all of the non-exempt FY 2019 CDBG activities, before they commenced, were disclosed to the public in a combined Notice of Intent to Request the Release of Funds and Request for Release of Funds on June 13, 2018. The public notice advised that information on each activity was available in the Office of Economic & Community Development for public review and solicited comments on the activities. No comments were received on any of the activities.

This report, after its submission to the New Hampshire Division of Historical Resources, will also be made available to the public through publication on the city’s website at <https://www.rochesternh.net/community-development-division/pages/annual-reports>.