



*City of Rochester, New Hampshire*  
Office of Economic & Community Development  
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**FY 2021 (July 1, 2020 – June 30, 2021) Community Development Block Grant (CDBG) Activities  
Summary Report for the City of Rochester**

**submitted to the New Hampshire Division of Historical Resources on August 17, 2020**

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 2021 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 58.35(b)(3)
3. Cross Roads House – 24 CFR 58.35(b)(2)
4. Dover Adult Learning Center – 24 CFR 58.34(a)(4)
5. HAVEN – 24 CFR 58.35(b)(2)
6. 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]*
7. My Friend's Place – 24 CFR 58.34(b)(2)
8. MY-TURN – 24 CFR 58.35(b)(3)
9. SHARE Fund – 24 CFR 58.35(b)(2)
10. Strafford Nutrition Meals on Wheels – 24 CFR 58.35(b)(2)
11. Tri-City Co-op – 24 CFR 58.35(b)(2)

In FY 2021, the City of Rochester also received two rounds of CDBG CARES Act allocations (CDBG-CV) for prevention, preparation for, and response to the COVID-19 pandemic. Description of exempt and categorically excluded CDBG-CV first round activities and citations of applicable activity under 24 CFR 58:

1. Homeless Center for Strafford County - funding for privacy screening, socially distanced bed space, and PPE for homeless residents and staff – 24 CFR 58.35 (b)(3)
2. Community Action Partnership of Strafford County - funding for COVID-19 response case manager salary for services for LMI residents – 24 CFR 58.35 (b)(2)
3. Strafford Nutrition Meals on Wheels - funding for additional meals and frozen meals for LMI residents, due to COVID-19 home isolations – 24 CFR 58.35 (b)(2)
4. My Friend's Place - funding for salary for increased staffing due to homeless residents spending more time in-shelter due to social distancing – 24 CFR 58.35 (b)(2)
5. HAVEN - funding for increased case management costs due to hotel stays for domestic violence victims, due to isolation and social distancing – 24 CFR 58.35 (b)(2)
6. SHARE Fund - funding for food pantry services for LMI clients - extra sanitation for COVID-19 prevention – 24 CFR 58.35 (b)(2)
7. Cross Roads House - funding for added hazard pay, overtime pay, and hotel stay costs for homeless clients due to isolation and social distancing – 24 CFR 58.35 (b)(2)
8. Strafford County Public Health Network - funding for cellular phones and service costs for providing telehealth services for LMI residents – 24 CFR 58.35 (b)(3)
9. Dover Adult Learning Center - funding for increased space and staff to address anticipated increased enrollment of LMI residents due to COVID-related unemployment – 24 CFR 58.35 (b)(3)
10. Planning and administration - salary and benefits for Community Development Coordinator for monitoring subrecipients, conducting environmental reviews, processing invoices, etc. – 24 CFR 58.34(a)(3)

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

1. COAST/Alliance for Community Transportation – funding for transportation services for elderly residents and residents with physical disabilities – 24 CFR (b)(2)
2. Community Partners – funding for staff and technology equipment for mental health supportive services provided via video conference – 24 CFR 58.35 (b)(3)
3. Homeless Center for Strafford County – funding for acquisition of an apartment building to be used as a quarantine shelter site for homeless residents (no renovations) – 24 CFR 58.5 (a)(5)
4. Rochester Opera House – funding for staff and technology equipment for afterschool youth educational support – 24 CFR 58.35 (b)(3)
5. Strafford Nutrition Meals on Wheels - funding for additional meals and frozen meals for LMI residents, due to COVID-19 home isolations – 24 CFR 58.35 (b)(2)
6. New Generation – funding for staff and other operational expenses for homeless shelter services for women and children - 24 CFR 58.35 (b)(2)
7. Court Appointed Special Advocates of New Hampshire – funding for staff providing trainings for new guardians ad litem for abused/neglected children – 24 CFR 58.35 (b)(3)
8. My Friend's Place - funding for hazard pay for increased staffing due to homeless residents spending more time in-shelter due to social distancing – 24 CFR 58.35 (b)(2)
9. MY TURN – funding for staff salary and supportive services for LMI young adults receiving educational and vocational services - 24 CFR 58.35 (b)(2) and 24 CFR 58.35 (b)(3)
10. Easter Seals – funding for staff salary for adult daycare services for elderly adults - 24 CFR 58.35 (b)(2)
11. Community Action Partnership of Strafford County - funding for salary for emergency shelter staff for homeless residents – 24 CFR 58.35 (b)(2)
12. HAVEN - funding for increased case management costs due to hotel stays for domestic violence victims, due to isolation and social distancing – 24 CFR 58.35 (b)(2)

## *Non-Exempt Activities*

### 1. 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 2021, all thirty-eight 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.

### 2. Homeless Center for Strafford County – New Shelter Kitchen

This activity will install kitchen equipment in a newly constructed homeless shelter located at 202 Washington Street, Rochester, NH 03839. The activity was delayed to the ongoing COVID-19 pandemic and began in July 2021. So far, no problems have been encountered during the project.

### 3. Rochester Child Care Center – Fire Doors

The activity involves the replacement of the existing fire doors inside the Rochester Child Care Center, located at 95 Charles St., Rochester, NH 03867, constructed in 1952 and formerly used as a school. An informal consultation was conducted with Deputy State Historic Preservation Officer Nadine Miller as to whether the project's work scope would fall under Appendix I of the Programmatic Agreement, and Ms. Miller confirmed that it would so long as the fire doors were replaced with doors sympathetic to the property's age. The project was delayed due to the ongoing COVID-19 pandemic but began in August 2021.

### 4. HAVEN – New Facility Land Acquisition

This activity will involve the purchase of undeveloped land for the construction of a new emergency shelter for domestic violence survivors. Due to the ongoing COVID-19 pandemic and current real estate market trends, the project has been delayed, and no specific project has yet been identified for purchase.

### 5. Triangle Club – Electrical System Upgrades

The project involved the upgrading of the electrical system in an existing building, located at 120 Broadway, Dover, NH 03820, used for substance use disorder recovery services. The building is over fifty years old but is not located in the City of Dover's historic district. The project did not involve ground disturbance or exterior alterations. It was determined that the work performed under this activity falls within the activities stipulated as not requiring review by the New Hampshire Division of Historical Resources, under Appendix I of the Programmatic Agreement.

### 6. Lead Remediation Matching Funds Program

This project involves the remediation of lead-based paint in residential buildings. Four housing units were remediated under this program. All four units are located in a building built about 1920. The work scope involved the repainting of interior surfaces that had already been painted. It was determined that the work performed under this activity falls within the activities stipulated as not requiring review by the New Hampshire Division of Historical Resources, under Appendix I of the Programmatic Agreement.

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>. (Due to the COVID-19 pandemic and state stay-at-home orders, the draft FY 2020-2025 Consolidated Plan and draft FY 2021 Annual Action Plan were made available on the city’s website and via email.)

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 2021 CDBG activities, before they commenced, were disclosed to the public in a combined Finding of No Significant Impact and Notice of Intent to Request the Release of Funds (FONSI/NOIRROF). The FONSI/NOIRROF for the Community Action Partnership of Strafford County weatherization program, Rochester Child Care Center fire doors project, and lead remediation matching funds program was published on July 9, 2020. No comments were received.

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>.