



**City of Berlin**  
**NEW HAMPSHIRE**

In the Year of Our Lord Two Thousand Seventeen

**A RESOLUTION** authorizing an application to the Community Development Finance Authority (CDFA) for a Community Development Block Grant (CDBG) to conduct a feasibility study in the amount of \$12,000.00 by retaining professional services to evaluate the feasibility of the construction and installation of an elevator in City Hall.

**Resolved by the City Council of the City of Berlin as Follows:**

Whereas, the chairlift in City Hall is no longer manufactured and is obsolete and the parts are getting more difficult and expensive to obtain; and

Whereas, when the chairlift is not operational, the building is not ADA accessible; and

Whereas, the majority of public meetings are held on the second and third floors of the building;

Whereas, the City Council adopts the updated Housing and Community Development Plan; and

Whereas, the City Council adopts the Residential Anti-displacement and Relocation Assistance Plan; and

Whereas, Community Development Block Grant Feasibility Study funds are available to hire engineers and architects to determine the viability of a project; and

Whereas, upon approval, the City Manager is authorized to receive said grant and the grant proceeds are hereby appropriated for the purpose of the grant; and

Whereas, all grant proceeds shall be deposited with the City Treasurer and that any additional use of these funds beyond the scope of work as listed in the application shall require prior approval of the City Council.

Now Therefore Be It Resolved by the City Council of the City of Berlin as Follows:

That, the City Manager is authorized to apply to the Community Development Finance Authority (CDFA) for a Community Development Block Grant (CDBG) in the amount of \$12,000.00 to conduct a feasibility study by retaining professional services to evaluate the feasibility of the construction and installation of an elevator in City Hall and upon approval of said application, the City Manager is authorized to execute any documents which may be necessary to effectuate the CDBG contract.

Be it further resolved that, upon receipt of the grant, \$12,000.00 is hereby appropriated for the purpose of the grant.

This Resolution shall be in full force and effect from and after passage.

PASSED: April 17 2017

APPROVED: Paul Grenier, Mayor Pro-Tem.

ATTEST: Elaine Riendeau  
Elaine Riendeau, City Clerk,

A True Copy, Attest Elaine Riendeau

City Clerk  
Berlin, NH  
Date 4.17.19

## City of Berlin, New Hampshire

### HOUSING AND COMMUNITY DEVELOPMENT PLAN

April 2017

#### General Strategy

The City of Berlin's Master Plan along with a short and long term action plans, which was adopted in March 2010 lays out strategies around housing and community & economic development. A second plan prepared for the City is the Berlin Housing Revitalization Strategy (1999, updated in 2004) has been drawn upon for planning in the housing sector. The major goals of the City's general strategy for development stem from these studies and are as follows:

1. Short Term: To assist the Berlin economy in responding to change in the City's economic base alleviating and/or mitigating the impact of job erosion and/or threatened plant displacement. To build working relationships with community participants and programs to address and implement plans for resolving these issues.
2. Long Term: To reverse long term economic deterioration through expansion and diversification of the economic base of the Berlin area. To select neighborhoods or zones for intensive rehabilitation after thoughtful planning and scrutiny.

**It is the City's policy, that involuntary displacement of households from their neighborhoods shall be minimized when possible.**

It is proposed to accomplish the above goals through the following key actions:

1. **Attraction of New Industry** (Short-term and Long-term goal).
  - A. Improve Berlin's image
  - B. Position the community to access new value adding investments from the Canadian forest products sector
  - C. Expand internal industrial development capability
  - D. Market available industrial buildings
  - E. Offer any available tax incentives to new industry and existing industries  
Provide incubation space
2. **Stabilization of Existing Industry** (Short-term and Long-term goal).
  - A. Support the Gorham paper mill and their economic position and retain, where possible, logging and paper jobs
  - B. Support the corrections and healthcare industries in the area
  - C. Support the economic position of Berlin's smaller industries
3. **Expansion of Small Commercial/Industrial Businesses** (Short-term and Long-term goal).
  - Create sites for commercial expansion



- A. Provide technical assistance to small business through referral to small business counseling agencies
- Encourage economic development activities to increase quality industrial and commercial development. Encourage the expansion and retention of employment opportunities for residents.

**4. Continued Development of Medical Center and Other Non-Profit Service Agencies (Short-term and Long-term goal).**

- A. Analyze the future needs of the medical community in the vicinity of the Androscoggin Valley Hospital.
- B. Assist non-profit service agencies in expansion, consolidation and relocation efforts.

**5. Development of Tourism Sector in Local Economy (Short-term and Long-term goal).**

- A. Enhance the area's tradition as a winter sport center.
- B. Protect access to Androscoggin River Frontage.
- C. Work with the NH Grand Initiative to promote tourism throughout the North Country including OHRV use in Berlin and throughout the county via the Ride the Wilds tourism initiative.

**6. Downtown Revitalization (Short-term and Long-term goal).**

- A. Optimize the City's unique river location.
- B. Position substandard downtown structures for adaptive reuse.
- C. Address parking concerns in the downtown.
- D. Continue to provide tax incentives for new business in the downtown
- E. Investigate restoring a program of facade restorations and streetscape improvements for downtown.
- F. Improve and promote Berlin's image as a commercial center.
- G. Work with the Berlin Main Street program to improve marketing techniques, expand choice of consumer goods and increase the retail aggregate dollar.
- H. Rehabilitate existing buildings when practical.

**7. Transportation Improvements (Short-term and Long-term goal).**

- A. Continue improvements on Route 110 from the Public Works Garage to the end of the urban compact.
- B. Complete East Side Arterial by realigning Hutchins Street from Pershing Avenue to the intersection with Bridge Street.
- C. Support Regional Transportation Efforts.
- D. Upgrade existing bridges.
- E. Improve Route 16 especially in the downtown area.

- F. Continue Airport improvements.
- G. Develop intermodal transportation opportunities.

**8. Other Municipal Improvements (Short-term and Long-term goal).**

- A. Implement Capital Improvement Plan projects.
- B. Implement Master Plan recommendations as adopted in March 2010.
- C. Explore extending water system to other areas, especially the Route 110 area.
- D. Insure that all homes and businesses which are within the sewer area of the City are connected to the sewer system.

**9. Housing and Neighborhood Development (Short-term and Long-term goal).**

- A. Expand HUD Section 8 Rent Assistance program where practical and necessary.
- B. Examine the need and utility of a revolving loan fund for subsidized home improvement loans to low and moderate income families.
- C. Develop plans for improving handicapped accessibility of municipal structures and programs.
- D. Implement a plan for razing abandoned buildings beyond their useful life expectancy.
- E. Encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups.

**10. Water and Wastewater (Short-term and Long-term goal).**

- A. Encourage municipal and private water and wastewater systems that are safe, sanitary and that meet DES regulations.

**11. Human Resources (Short-term and Long-term goal).**

- A. Encourage the implementation of OJT incentives for business which employ laid off area workers.
- B. Encourage the NH Department of Employment Security to conduct a human resources needs inventory of the Berlin area and provide a training program to upgrade skills of displaced workers.
- C. Encourage and support physical and program expansion at both the White Mountains Community College and Granite State College.

These goals are consistent with Berlin's Master Plan and Ordinances.

Any federal CDBG grant funds awarded to address any of these goals shall be expended consistent with national objectives and shall, at a minimum, provide improved housing in accordance with Section 8 standards, be used for public facility projects, employment opportunities, or feasibility studies. All CDBG funded projects, shall primarily benefit low and moderate income persons or households, and shall not benefit moderate income persons to the exclusion of low income persons.

Adopted by the City Council on April 17, 2017.

  
Mayor

A True Copy, Attest



City Clerk  
Berlin, NH

Date 4.17.19



CITY OF BERLIN

RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Every effort will be made to minimize temporary or permanent displacement of persons due to a CDBG project undertaken by the municipality.

However, in the event of displacement as a result of a federally funded award, City of Berlin will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, to any household, regardless of income which is involuntarily and permanently displaced.

If the property is acquired, but will not be used for low/moderate income housing under 104(d) of the Housing and Community Development Act of 1974, as amended, the displacement and relocation plan shall provide that before obligating and spending funds that will directly result in such demolition or conversion the municipality will make public and submit to CDFA the following information:

- a. Comparable replacement housing in the community within three (3) years of the commencement date of the demolition or rehabilitation;
- b. A description of the proposed activity;
- c. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be demolished or converted to a use other than as low and moderate income dwelling units as a direct result of the assisted activity;
- d. A time schedule for the commencement and completion date of the demolition or conversion;
- e. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be provided as replacement dwelling units;
- f. The source of funding and a time schedule for the provision of replacement dwelling units;
- g. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least ten (10) years from the date of initial occupancy;
- h. Relocation benefits for all low or moderate income persons shall be provided, including reimbursement for moving expenses, security deposits, credit checks, temporary housing, and other related expenses and either:
  1. Sufficient compensation to ensure that, at least for five (5) years after being relocated, any displaced low/moderate income household shall not bear a ratio of shelter costs to income that exceeds thirty (30) percent, or:
  2. If elected by a family, a lump-sum payment equal to the capitalized value of the compensation available under subparagraph 1. above to permit the household to secure participation in a housing cooperative or mutual housing association, or a Section 8 certificate of voucher for rental assistance provided through New Hampshire Housing Finance Authority.
- i. Persons displaced shall be relocated into comparable replacement housing that is decent, safe, and sanitary, adequate in size to accommodate the occupants, functionally equivalent, and in an area not subject to unreasonably adverse environmental conditions;
- j. Provide that persons displaced have the right to elect, as an alternative to the benefits in subparagraph 2. above, to received benefits under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 if such persons determine that it is in their best interest to do so; and

A RESOLUTION  
2017-05

k. The right of appeal to the executive director of CDFA where a claim for assistance under subparagraph 2. above, is denied by the grantee. The executive director's decision shall be final unless a court determines the decision was arbitrary and capricious.

l. Paragraphs a. through k. above shall not apply where the HUD Field Office objectively finds that there is an adequate supply of decent, affordable low/moderate income housing in the area.

CERTIFICATION OF COMPLIANCE

City of Berlin anticipates no displacement or relocation activities will be necessitated by this project. Should some unforeseen need arise, the County certifies that it will comply with the Uniform Relocation Act and Section 104 (d) of the Housing and Community Development Act of 1974, as amended.

Printed Municipal Official Name: Paul Grenier

Title: Mayor

Signature: Paul Grenier Paul Grenier

Date of Adoption: April 17, 2017

A True Copy, Attest Glenn Reed

City Clerk  
Berlin, NH

Date 4.17.19