

**SPECIAL MEETING
BOARD OF MAYOR AND ALDERMEN
(PUBLIC HEARING – CDBG-CV FUNDING)
October 21, 2025 at 6:00 PM**

Mayor Ruais called the meeting to order.

The Mayor called for the Pledge of Allegiance, this function being led by Alderman Terrio.

A moment of silence was observed. Alderman O'Neil asked for the Board to keep former police officer Bill Cavanaugh in their thoughts, as he recently passed away.

The Clerk called the roll.

Present: Aldermen Goonan, Long, Fajardo, T. Sapienza, Kantor, O'Neil, Levasseur,
Terrio, E. Sapienza, Burkush, Barry, Vincent, Thomas

Absent: Alderman Morgan

Messrs: T. Fleming, D. Orr

Mayor Ruais: The purpose of the public hearing is for a proposed application to the Community Development Finance Authority for up to \$500,000 in CDBG-CV funds for emergency shelter operations. Anyone wishing to speak must first step to the nearest microphone when recognized and give his/her name and address in a clear, loud voice for the record. Each person will be given only one opportunity to speak; and any questions must be directed to the Chair. Before we hear from the public, I ask that the Planning and Community Development Department make a presentation. To set the stage on these three hearings and then agenda item 19 on tonight's regular BMA agenda, as you'll recall, when I brought that 19-month concept plan forward for the shelter and for the aged and infirmed shelter, one of the things that I said was the balance of funds that we were able to get from the hospitals, nonprofits, and grants, etc., I would use those funds to leverage additional resources and seek additional grant opportunities. So, all I'm asking for tonight is the opportunity to apply for this grant. So, it's nothing more, nothing less. This is just the opportunity to apply for a grant. We've already raised \$290,000 towards finalizing the number that we need to meet to keep this running for the balance of the winter.

Todd Fleming, Grants Administration Manager: In response to the funding opportunity from Community Development Finance Authority for Community Development Block Grant, Covid 19, CDBG-CV funding, we are holding three required public hearings. The first hearing, we will discuss the proposed application to CDFA for \$500,000 of CDBG-CV funding to assist in the operation of emergency shelters in the city. The second hearing we will talk about the city's housing and community development plan, which is our HUD 2025-2029 consolidated plan, which includes our 2025 annual action plan. The third hearing we'll talk about the city's anti-displacement and relocation plan for the emergency shelters operation project. Having said that, we would open the first public hearing session. Again, the proposed application will be for \$500,000 in Community Development Block Grant Covid 19 funding. As I said, the funds are available to municipalities through the Community Development Finance Authority for public service providers serving unhoused individuals or low- and moderate-income households impacted by Covid 19. CDBG-CV funds were authorized under the CARES Act. Funding is available to municipalities for new services or a quantifiable increase in the level of service which has been provided during the 12 months prior to application, both which must be attributed to the Covid 19 pandemic. CDBG-CV funding is also available to non-profit public service organizations as sub-applicants to the municipality for activities associated with, preparing for, responding to, or recovering from the Covid 19 pandemic. Again, activities must serve primarily low- and moderate-income persons. Manchester's CDFA application will request \$500,000 for emergency shelter operations. As proposed, the budget will be \$10,000 for a grant administrator. This is required by CDFA. \$245,000 would go for operational support for city run shelters. That would be 39 Beech Street and the new shelter on Elm Street. \$245,000 would be for operational support for Families in Transition run shelters, the Manchester Street and their family shelter on Lake Ave. Grant funds can be used to reimburse the city and fit for operational costs associated with these operations December 1st, 2025, through June 30th, 2026. This evening's hearing is intended to seek permission of the BMA to proceed with making the application for CDBG funding. City shelters supported by the grant currently provide 40 beds, of which 10 to 15 are medically fragile residents. Winter warming and meals are provided to an additional 40-to-50-day guests. FIT shelters to be supported currently provide 184 beds, of which 46 are assigned to families with children. Additional case management, nutrition, dining

services, and the FIT Food Pantry are also available. Operational costs to be covered include staffing expenses, utilities, space costs, and supply food costs. The project conforms with Manchester's Consolidated Plan goal of address homelessness issues. At this time, members of the public are welcome to comment on the project.

Mayor Ruais: Is there anyone from the public wishing to speak?

There were no public speakers.

Mayor Ruais: Any questions from the board?

Alderman Levasseur: First of all, we're dropping from 40 to 20 beds. So, how are we going to get around that?

Mayor Ruais: This is to fund the Beech Street shelter for the balance of the remaining time that we are in there.

Alderman Levasseur: Are you going to use that money now and push the other money out?

Mayor Ruais: That's correct. So that's in my letter. One of the things that I had said was if there are any additional dollars that go over and above the amount that we need to raise to fund this through February, that I would flex those dollars to the new shelter so we can save the Affordable Housing Trust fund dollars that are currently being expended.

Alderman Levasseur: How does it relate back to Covid?

T. Fleming: I think HUD basically says that people that are in homelessness, people negatively impacted by Covid 19 could become homeless.

Alderman Levasseur: So not a high threshold to have to prove it.

T. Fleming: No.

Alderman E. Sapienza: I guess you could say this is more out of curiosity, but when does Covid 19 money run out? Ever? I mean, I get it. We ought to apply for it because it's possibly there for the taking. It's federal money, but it's still taxpayers' money. I'm just kind of wondering, how long does Covid money last?

Mayor Ruais: Twelve more months, right? All the money has to be expended by the end of 2026. We did it last year; remember that package that we had brought forward? It was the final approval package because everything had to be obligated at the end of last year. Everything has to be expended at the end of 2026.

Alderman E. Sapienza: Well, that's on our side. But what about the federal government?

Daniel Orr, Senior Planner: So my understanding is that states were given a tranche of funding. This is kind of a one-time tranche that the state is still kind of obligating after this is expended, I don't believe any other funding will be available.

T. Fleming: Basically, I think this funding came out in 2019, actually. We got CDBG-CV funds. We've expended all of it. These funds came from HUD to the State of New Hampshire for smaller communities, and they weren't able to spend all the money. Now they're giving municipalities an opportunity. They have around \$1 million left. Basically that's about six years to expend it all.

Alderman Terrio: Do you have an updated ETA when the new shelter will be able to accept residents?

Mayor Ruais: Yes. I just spoke with Chief Cashin this morning. They have the architect. They've worked on all those plans. They're about to start the renovation process soon. The idea is that, just as I said when we passed it, the hope would be that we're able to get in there and by the end of December or January, we could start moving folks in. That's the ideal timeline. As things shift to the left or right, I'll be happy to let you know.

The Mayor advised that all wishing to speak having been heard, the testimony presented will be taken under advisement and a motion is in order to adjourn.

*There being no further business, on motion of **Alderman T. Sapienza**, duly seconded by **Alderman Long**, it was voted to adjourn.*

A True Record. Attest.

A handwritten signature in black ink, appearing to read "Matthew Normand". The signature is fluid and cursive, with a long horizontal stroke at the end.

City Clerk

*Meeting Start Time: 6:00PM
Meeting End Time: 6:12PM
Minutes Prepared By: Michael Intranuovo*