



EXETER PARKS & RECREATION

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TOWN OF EXETER MEMORANDUM

TO: Russ Dean, Town Manager
CC: Melissa Roy, Assistant Town Manager/HR
FROM: Greg Bisson, Director of Parks and Recreation
RE: Community Center Investment Program Match Amendment
DATE: 04/17/2023

Exeter Parks and Recreation met with CDFA on April 7, 2023, to discuss 10 Hampton Road Multigenerational Community Center Project required technical review. David Tovey and I had the opportunity to ask Katherine Easterly Martey, Executive Director of CDFA, for clarification on some specific aspects of the project and the application process. Our main question was in reference to the 15% match. We specifically asked if providing more than 15% strengthens Exeter's application. Ms. Martey confirmed that no specific points were awarded for additional matching funds, which did not make the application stronger. We also clarified what other funds we could use as part of the match. For instance, projected utility credits from the NH Saves Program are allowed as part of our match. We have confirmed this with the Resilient Building Group, who performed our Level II Energy Assessment. We are requesting from the Select Board an official vote on the following amended allocation for funds to provide as a match.

Match:

The Community Center Investment Program requires a cash match of 15%. and/or "hard" matching funds, which include money spent on project-related costs. The allowable cash match must include necessary, reasonable, and allowable costs under the program. We are proposing the following be used for the match:

Recreation Revolving Funds:	\$10,000
Recreation Impact Fees	\$36,000
Park Improvement Fund:	\$25,000
Previously Expended Funds*:	\$25,800
Level 2 Energy Assessment:	\$1,200 (Town contribution)
Utility Credit-NH Saves:	\$30,000
2022 Warrant Article not expended:	\$27,000
Total:	\$155,000

*current renovations ongoing

Previously, we worked to reduce the project cost to fit the CDBG criteria. We now plan to apply for the full \$1 million max this grant will fund.

Compliance:

The Community Center Investment Program would be considered a federal grant. If awarded, funds must be used solely for an allowable purpose as defined in the American Rescue Plan Act of 2021 (“ARPA), H.R. 1319, Section 9901, and requires compliance with the Uniform Guidance known as 2 CFR 200 requirements. Those may include but are not limited to:

- Program Administration, including record retention;
- Financial Management, including audit requirements;
- Environmental evaluation;
- Civil Rights, including ADA compliance;
- Procurement;
- Plan for real property reporting and disposition plan;
- Labor Standards; and
- Acquisition / Relocation.

One point of clarification: We were informed that Davis Bacon would not apply to this project which should keep our renovation cost stable.

All projects must be started within six months of award and completed by August 31, 2025.

The Recreation Advisory Board voted to support this application. Thank you for considering our request.

Respectfully Yours,

Greg Bisson

Director Exeter Parks and Recreation