1. **Applicant Identification:**

   Strafford Regional Planning Commission  
   150 Wakefield St, Suite 12  
   Rochester, NH 03867

2. **Funding Requested:**

   a. **Assessment Grant Type:** Community-wide

   b. **Federal Funds Requested:**
      i. **Requested Amount:** $300,000
      ii. Site-specific Assessment Grant waiver request: Not Applicable

3. **Location:**

   − 13 communities in Strafford County, NH (Barrington, Dover, Durham, Farmington, Lee, Madbury, Middleton, Milton, New Durham, Rochester, Rollinsford, Somersworth, Strafford);
   − 3 communities in Rockingham County, NH (Newmarket, Northwood, Nottingham);
   − 2 communities in Carroll County, NH (Brookfield, Wakefield).

4. **Target Area and Priority Site Information:**

   **City of Dover Target Area:** Downtown Census Tracts 813, 814, 815 and 816  
   **Priority Sites:** Former Eastern States Coal Storage Facility, 47 Chestnut Street, Dover, NH  
   Dover Transportation Center, 33 Chestnut Street, Dover, NH

   **Town of Farmington Target Area:** Town Center Census Tract 870.01  
   **Priority Site:** Old Fire Department, 381 Main Street, Farmington, NH

5. **Contacts:**

   a. **Project Director**  
      James Burdin, AICP, Regional Economic Development Planner  
      Strafford Regional Planning Commission  
      150 Wakefield Street, Suite 12 Rochester, NH 03867  
      (603)994-3500 x103  
      jburdin@strafford.org

   b. **Chief Executive/Highest Ranking Elected Official**  
      Jennifer Czysz, AICP, Executive Director  
      Strafford Regional Planning Commission  
      150 Wakefield Street, Suite 12 Rochester, NH 03867  
      (603)994-3500 x100  
      jczysz@strafford.org
6. **Population:**

Population of Identified Target Areas where Priority Sites are Located:
- City of Dover: 32,741
- Town of Farmington: 6,722

Population of Jurisdiction: 156,145

Source: U.S. Census Bureau, 2020 Decennial Census

7. **Other Factors Checklist:**

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<th>Other Factors</th>
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<tr>
<td>Community population is 10,000 or less.</td>
<td>Page #1, 4</td>
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<td>The applicant is, or will assist, a federally recognized Indian tribe or</td>
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<tr>
<td>United States territory.</td>
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<td>The priority brownfield site(s) is impacted by mine-scarred land.</td>
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<td>Page #1</td>
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<tr>
<td>priority site(s) is contiguous or partially contiguous to the body of water,</td>
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<tr>
<td>or would be contiguous or partially contiguous with a body of water but</td>
<td></td>
</tr>
<tr>
<td>for a street, road, or other public thoroughfare separating them).</td>
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<tr>
<td>The priority site(s) is in a federally designated flood plain.</td>
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<tr>
<td>The reuse of the priority site(s) will facilitate renewable energy from wind,</td>
<td>Page #2</td>
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<td>solar, or geothermal energy.</td>
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<td>The reuse of the priority sites(s) will incorporate energy efficiency</td>
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<td>measures.</td>
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<tr>
<td>30% or more of the overall project budget will be spent on eligible reuse/</td>
<td>Page #8</td>
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<td>area-wide planning activities for priority site(s) within the target area.</td>
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<td>The target area(s) is located within a community in which a coal-fired</td>
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<td>power plant has recently closed (2011 or later) or is closing</td>
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8. **Letter from the State or Tribal Environmental Authority:**

The letter from the NH Department of Environmental Services follows this page.

9. **Releasing Copies of Applications:**

Not Applicable: the application does not include confidential, privileged or sensitive information.
November 12, 2021

Jennifer Czysz, Executive Director
Strafford Regional Planning Commission
150 Wakefield Street, Suite 12
Rochester, NH  03867

Subject: Strafford Regional Planning Commission
FY22 Proposal for EPA Brownfields Community-Wide Assessment Grant
State Letter of Acknowledgement and Support

Dear Ms. Czysz:

The New Hampshire Department of Environmental Services (NHDES) hereby acknowledges and expresses our support for Strafford Regional Planning Commission’s (SRPC) proposal for an EPA Brownfields Community-Wide Assessment Grant. Should your proposal be successful, NHDES will again commit to providing a liaison to provide technical support. This assistance can include serving as a non-voting member of your advisory committee, helping vet proposed sites, and reviewing the various technical documents prepared pursuant to the grant.

While we cannot commit to providing specific funding for future work at sites addressed under this assessment grant, please note that NHDES anticipates making cleanup grants available pursuant to a grant competition in 2022.

We look forward to continuing our working relationship with SRPC. Please contact me should you have any questions.

Sincerely,

Michael McCluskey, P.E.
Brownfields Program
Hazardous Waste Remediation Bureau
Tel:  (603) 271-2183
Email:  Michael.G.McCluskey@des.nh.gov

ec:  James Burdin, Senior Regional Planner, SRPC
    Dorrie Paar, EPA New England – Region 1
    Karlee Kenison, P.G., Administrator, NHDES-HWRB
    Amy Doherty, P.G., State Sites Supervisor, NHDES-HWRB
    Melinda Bubier, NHDES-HWRB
1. Project Area Description and Plans for Revitalization
1.a Target Area and Brownfields
1.a.i. Background and Description of Target Area
   Strafford Regional Planning Commission (SRPC), a political subdivision of the State, provides regional planning services to 18 municipalities in three counties and proposes to focus its Brownfields Program on two target areas in Farmington and Dover. SRPC operates the Strafford Economic Development District (EDD), including four census tracts that meet EDA economic distress criteria and five federal Opportunity Zones. Historic riverside textile mills, sawmills, and leather works have deteriorated and threaten water resources.

   Settled in 1623, Dover is one of the oldest European settlements in the United States and the most populous city in the region, with 32,741 residents (2020 census). The downtown is located at the navigable head of the Cochecho River, and by the early 19th century was a leading producer of textiles, with numerous brick mills linked by railroads. The downtown target area, which overlaps census tracts 813, 814, 815, and 816, will focus on the Central Avenue corridor Central Business District zone, between Stark Avenue and Indian Brook Drive, that allows for mixed-use development. Two priority sites have been identified on Chestnut Street, north of the Cochecho River, where redevelopment has lagged behind infill projects elsewhere.

   The Town of Farmington, 2020 population of 6,722, is located on the Cochecho River and its local tributaries, the Mad River and Ela River. Prior to European settlement, indigenous people used the rivers to canoe between Lake Winnipesaukee and the seacoast; the first European settlement occurred as part of neighboring Rochester in 1722 before Farmington received its own charter in 1798. The target area will focus on the Farmington town center, which forms most of Census Tract 870.01. Despite a strong construction market in the state, redevelopment in Farmington has lagged behind other communities and brownfields analysis at the priority site is an ideal catalyst for attracting much-needed investment downtown.

1.a.ii Description of the Priority Brownfield Sites
   SRPC’s assessment program has an existing inventory of the numerous brownfields sites in the region. SRPC has identified three priority sites for assessment within the two target areas.

   The Farmington Old Fire Department, located at 381 Main Street, served as the town’s fire station from 1976-2017 when a new public safety building was constructed. The site consists of three town-owned parcels that can be configured to support future redevelopment. The Town has been unsuccessful in attracting developers. The site contains a vacant building and currently acts as a municipal parking lot adjacent to a COAST bus stop. The building is old enough that hazardous building materials are anticipated, but potential PFAS contamination is the primary concern due to the past storage of firefighting foams. There is no record of any release and information from town staff indicates that such contamination is unlikely. However, high-profile PFAS investigations in other parts of the state, combined with New Hampshire adopting some of the nation’s most stringent PFAS standards for drinking water in 2019, have made developers hesitant to invest in sites with perceived connections to PFAS. A 2021 levee analysis and mapping procedure determined that the Town’s levee did not meet the data requirements for accreditation. FEMA recommended that the levee be categorized under a natural valley scenario, meaning that it assumes no protection. This scenario will reclassify large areas of Farmington’s town center as 100-year floodplain, including the Old Fire Department site.

   47 Chestnut Street is a former Eastern States coal storage facility according to Sanborn maps and consists of one 3.66-acre parcel that abuts the Cochecho River. The site was a distribution center for transferring coal, delivered by rail, to the mill complex. In the 1970s the
site was redeveloped into a grocery store, which was in place for a decade. Since then, the property has contained a strip mall shopping center that is now vacant. Anticipated contaminants could include industrial waste such as coal and ash, and urban fill.

The **Dover Transportation Center** is located at 33 Chestnut Street. The entire site is approximately 5 acres; the City owns the passenger rail station and the land is privately owned but controlled by the City of Dover in a lease agreement until May 2041. The site was historically part of the same rail yard that covered 47 Chestnut Street, and the single remaining rail line serves both freight and the Amtrak Downeaster. This is one of only three stations with active passenger rail service in New Hampshire and serves 24,000 trip ends (boarding and alighting) per year. Contaminants could include urban fill, coal, or ash consistent with 19th century industrial activity and rail uses. The site is privately owned, but the City has a 20-year lease for public parking that could be renegotiated if a more desirable reuse opportunity arose.

1.b Revitalization of the Target Area

1.b.i Reuse Strategy and Alignment with Revitalization Plans

Both target areas are in town centers and would likely prioritize a mix of residential and downtown commercial uses. The chosen target areas are proximate to existing transit infrastructure and provide opportunities for transit-oriented development.

Redevelopment of the Old Fire Department is explicitly mentioned in the Economic Development section of the 2021 Farmington Master Plan and is essential to achieving its goal to “revitalize the Village Center district to be a place that provides convenient services for Town residents and provides amenities and attractions for visitors in a pedestrian-safe, attractive environment.” Reuse is also listed as a priority project in SRPC’s 2021 Comprehensive Economic Development Strategy (CEDS). Proximity to the town center and transit and pedestrian infrastructure mean that effective reuse will advance CEDS themes of community vibrancy, age friendliness, mobility and access, housing, and economic growth.

The Dover Transportation Center lot is a significant opportunity for a public-private partnership to enhance public facilities and reserve the majority of the site for private redevelopment. The existing train station was constructed in 2001 and bears no historical significance; improvements to the building and site will establish an attractive gateway to the city for rail passengers. The site is also in the middle of the popular Dover Community Trail. Cleanup for private development could also have public benefits like improved wayfinding for the Community Trail. Dover requires all development in this zoning district to be solar-ready, increasing the likelihood that reuse would accommodate rooftop solar panels now or in the future. Operation of the existing municipal parking lot could be improved, whether by redesigning the layout or adding structured parking in the future. These strategies are consistent with the Dover Master Plan, including the Vision (2012), Land Use (2015), Transportation (2016), Stewardship of Resources (2017), and Climate Adaptation (2017) chapters.

1.b.ii Outcomes and Benefits of Reuse Strategy

Both Farmington and Dover will benefit from urban infill development. Redevelopment of the target areas is likely to include downtown residential units in a county that currently has a residential vacancy rate under 1% (New Hampshire Housing Finance Authority). Concentration of these units within the downtown leverages existing transit services, which mitigates congestion and improves air quality. Both communities will benefit economically from new housing, built to current more efficient energy codes, near downtown commercial development.
The Old Fire Department is an essential catalyst for future redevelopment in Farmington because it is the only site with commercial or mixed-use potential that is currently owned by the Town. Other town-owned properties are either too small to have significant reuse potential or are impacted by the former Collins & Aikman plant superfund site, which creates significant barriers to development on Route 11. Farmington updated its zoning in 2020 to remove barriers to residential development in the town center in the hopes of encouraging redevelopment and has begun to receive interest in redevelopment under the new regulations. Reuse of the Old Fire Department will attract further attention and investment to neighboring properties.

Dover expects to see similar redevelopment benefits. The Chestnut Street corridor has received less attention than other locations despite its downtown proximity. The transportation center is a bus and passenger rail service hub and has strong public-private partnership potential. Like much of the State, Dover has a high demand for housing. Since 2018, the City has reviewed options for increasing density options and is working to reduce barriers to residential growth. The City’s policies have promoted infill development, including the approval of over 500 units within half a mile of the two sites. Similarly, Dover’s historic commercial growth has been impacted by multiple factors, including changing trends and demographics. The City’s downtown has 3% commercial vacancy rate, with available space being 1,000-2,000 square feet, limiting potential for growth.

1.c Strategy for Leveraging Resources
1.c.i Resources Needed for Site Reuse
All our priority sites may be able to leverage funding from the state’s Brownfields Revolving Loan Fund. New Hampshire’s regional development corporations also offer financing opportunities. SRPC’s regional partners, the Strafford Economic Development Corporation (SEDC) and the Wentworth Economic Development Corporation (WEDCO), will finance projects consistent with their missions, and the Regional Economic Development Center and Capital Region Development Council operate brownfield revolving loan funds. Our priority sites are in the Strafford EDD, making them eligible for funding from the U.S. EDA. Sites in Farmington can apply for Community Development Block Grant (CDBG) funds from the Community Development Finance Authority (CDFA). Dover, a designated “entitlement community,” receives funds directly from HUD for eligible programs.

The Farmington Old Fire Department is town-owned and may be eligible for EPA cleanup grants provided the Town is not considered a responsible party for any contamination. We hope that development is mostly limited by perceptions and fears of contamination, and that redevelopment could occur with private funds without any significant cleanup expenses. The Town has also used RSA 79-E tax incentives to encourage development.

Both 47 Chestnut Street and the Dover Transportation Center are located within a federal Opportunity Zone, which promotes private investment in distressed communities and frequently targets real estate investments. Dover also used Economic Recovery Zone and RSA 79-E tax incentives to spur private redevelopment. The current owner of the Dover Transportation Center also has a record of successful renovation and urban infill projects, including the Hilltop School in Somersworth that was featured as an EPA Brownfields Success Story in October 2021.

1.c.ii Use of existing infrastructure
All priority sites are located within existing town centers and will leverage existing transportation, water, sewer, and utility infrastructure. Both Farmington and Dover have programmed pedestrian improvements within the target areas that will improve community
vibrancy and pedestrian mobility. Farmington improvements are programmed through the State Ten Year Transportation Improvement Program with preliminary engineering scheduled for 2026 and construction in 2032. Dover improvements to the Chestnut Street corridor are part of a larger downtown accessibility and mobility project; designed in 2020 and the City is in the process of soliciting construction bids. This priority project is listed in SRPC’s 2021 CEDS.

2. Community Need and Community Engagement
2.a. Community Need
2.a.i Community’s Need for Funding
   New Hampshire relies exclusively on property taxes to fund state and local government and schools. Abandoned or underused brownfield properties depress property values, and their owners have frequently stopped paying property taxes, limiting the community’s ability to pay for assessments or planning activities. All three priority sites are underdeveloped by current standards for urban infill and include large areas devoted solely to surface parking. Any infill development on these sites is likely to raise the assessed value of the properties. The Farmington owned Old Fire Department if simply transferred to a private owner would restore roughly $650,000 to the public tax rolls. With only 6,700 residents and inadequate staff and financial resources, Farmington cannot oversee assessment without external assistance. SRPC is one of few resources communities can access for environmental, economic development, transportation, and resiliency planning. With only 8% of our annual operating budget coming from member communities and 1% from the state, SRPC must also leverage grants and funding to fulfill its mission. Without EPA assistance, we will not have the funds to continue work on our remaining high-priority sites. While we may leverage the funding sources identified in Section 1 to clean up and reuse brownfield sites, they typically require projects to be shovel-ready before a funding application is submitted and do not cover planning or assessment activities. Uncertainty over contamination and remediation costs have deterred private investment and prevented their use.

2.a.ii. Threats to Sensitive populations
(1) Health or Welfare of Sensitive Populations
   According to the 2019 ACS, the Town of Farmington (Tract 870) has a population of 6,930, approximately 9.6% of whom have household incomes below the poverty level, and 27% of who have incomes less than twice the poverty level. The town-wide median household income of $70,257 falls below both the statewide and countywide medians. 5.9% of the population identifies as a racial or ethnic minority, and 0.6% of households reported limited English proficiency. According to the 2020 Strafford County Community Assessment by CAPSC, just over 50% of students in the Farmington school district are eligible for free and reduced-price lunches, and 12.9% of households receive SNAP benefits.
   Census Tract 814 in Dover reported a population of 2,036 in 2019, with 10.6% of residents living in poverty, and 31.4% with incomes less than twice the poverty level. The tract’s median income of $57,038 is only 74% of the statewide median. 20.2% of residents identified as minority, which is a concentration for our region (defined as a tract where the percent of people or households with a trait is more than one standard deviation above the regional figure according to the SRPC Regional Data Snapshot), and 0.7% of residents have limited English proficiency. Other tracts in Dover have concentrations of Limited English Proficiency (Tract 815 with 4.4%), minority status (Tract 811 – 16.98%; Tract 815 – 19.2%), residents with disabilities (Tract 813), and low income (Tract 813). Dover also has three concentrations of households that rent (Tracts 813, 814, and 815) - current residential vacancy rates are under 1% in the Seacoast...
(a normal vacancy rate is roughly 4%) making renters vulnerable to substandard housing and high rental costs due to the lack of supply. Nearly 28% of Dover students are eligible for free and reduced-price lunch, and 7.1% of households receive SNAP benefits.

(2) Greater than Normal Incidence of Disease and Adverse Health Conditions

The incidence of disease and adverse health conditions is higher than normal in SRPC’s service area and correlates with, or is exacerbated by, brownfields properties. According to EPA’s EJScreen tool, the two target areas are above the 70th percentile compared to the rest of the US for lead paint (Farmington 85th; Dover 79th), Superfund proximity (Farmington 94th; Dover 83rd), Hazardous Waste Proximity (Dover 76th), and traffic proximity (Dover 84th). A 2020 assessment by CAPSC provides additional health data for Strafford County and, where available, individual towns. 2016-17 data indicate that roughly 2% of students enrolled in Dover and 3% of Farmington students experience either an established condition or developmental delay. While NH ranks 8th best in childhood obesity, that ranking falls to 27th for adult obesity. Existing brownfields properties, including those within the target areas, create barriers to active transportation such as walking or biking by contributing to a hostile environment. Redevelopment and active reuse would promote safer and more active lifestyles among residents of the target areas. The City of Dover is also classified as one of twenty-one “highest risk” communities for blood lead levels in children, exacerbated in part by its rate of pre-1950s housing, poverty rate among young children, and percentage of renters. Finally, a nation-wide Health Rankings report by the Robert Wood Johnson Foundation (RWJF) and University of Wisconsin ranks Strafford County second worst in New Hampshire for health outcomes and factors, citing poor performance in measures of “physical environment” and “quality of life”, including measures of pollution, drinking water quality, and severe housing problems.

(3) Promoting Environmental Justice

Above data indicate two communities in which significant portions of the population experience adverse health or socioeconomic conditions exacerbated by brownfields. The RWJF rankings suggest a correlation between problems in the built environment – including the presence of brownfields – and the poor health outcomes experienced by residents of the target areas. The reuse strategy would return three such properties to productive use, eliminate contamination, and restore vibrancy. Reuse as mixed-use development would include much-needed multifamily residential development that would be of better quality than current housing stock. Collaboration with CAPSC and other service providers will ensure that the needs of sensitive populations are considered ensuring current residents are able to benefit from reuse.

2.b Community Engagement
2.b.i. Project Involvement
2.b.ii Project Roles

SRPC’s Brownfields Advisory Committee (BAC) will be retained to leverage its members’ program expertise. Past BAC members from Profile Bank and the Workforce Housing Coalition of the Greater Seacoast will need to be replaced due to position turnover. The BAC will guide site selection and prioritization of funds for sites outside the target area are available. We will ask funding partners and sources for guidance on cleanup planning, funding, and development.

<table>
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<tr>
<th>Partner Name</th>
<th>Partner Contact</th>
<th>Project Role</th>
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<tbody>
<tr>
<td>City of Dover</td>
<td>Chris Parker, 603-516-6008 <a href="mailto:c.parker@dover.nh.gov">c.parker@dover.nh.gov</a></td>
<td>Dover expertise and access to city-owned sites</td>
</tr>
</tbody>
</table>
2.b.iii. Incorporating Community Input

SRPC customizes outreach strategies to each project or community to encourage public participation. SRPC can build on prior charrettes for the Farmington Old Fire Department for reuse planning. Initial outreach in Dover will seek to frame a potential public-private partnership for reuse of the Dover Transportation Center lot and desired reuses along Chestnut Street.

3. Task Descriptions, Cost Estimates, and Measuring Progress

3.a. Description of Tasks/Activities and Outputs

Task 1: Program Oversight

i. Project Implementation: Contractor Procurement: The existing BAC will be maintained with recruitment of new members as necessary. We will select a QEP by the end of 2022. SRPC will issue a request for qualifications (RFQ) using a competitive bid process in accordance with our procurement policies and consistent with Uniform Guidance at 2 CFR 200:317 through 200.326. We will interview the top-scoring firms and select the one that shows strong familiarity with the Strafford region and the ability to best advance our program’s goals.

Inventory & Site Selection Process: The priority sites will be supplemented by work at one or more additional sites in the region. SRPC plans to devote its expiring grant’s remaining resources to identify new sites to allow assessment work to begin promptly following QEP procurement. Inventory updates will be sought at public meetings; in interviews with public officials, property owners, and stakeholders; by reviewing property databases; and through surveys. We will distribute nomination forms at BAC meetings and will select sites that can address key community goals such as economic development and water quality protection.

Obtaining and Securing Site Access: SRPC has an existing site access agreement template. Assessment of priority sites will begin within three months of funding after outreach and education to the owners and municipalities. A second round of assessments will begin in summer 2023. If access cannot be obtained, we will move to the next site as prioritized by the BAC.

Cooperative Agreement Oversight: Program oversight includes SRPC’s management of the program, the QEP’s performance of ACRES updates, and joint roles in quarterly reporting. We will develop a timeline showing all task expectations, outputs, and staffing and share it with the EPA project officer, BAC, and QEP to communicate the project vision.

iii. **Task/Activity Lead:** SRPC staff will oversee the program including QEP selection and cooperative agreement oversight. The QEP will assist in site selection, inventory updates, and reporting. We continue to discuss assessment priorities with target area communities to ensure we address the highest priority sites first. SRPC and the QEP will work with the BAC to review and update the existing inventory. SRPC and the QEP will coordinate access agreements.

iv. **Outputs:** An RFQ and QEP contract; ACRES updates and quarterly and MBE/WBE reports; updated Brownfields inventory and GIS database; and appropriate document retention.

**Task 2: Community Outreach and Engagement**

i. **Project Implementation:** We will hold four publicly noticed community meetings (two per target municipality) to announce availability of funds, explain the program, and request site nominations. Efforts will target audiences in the following ways. *Elderly:* individual interviews, focus groups, print editions of materials, service provider collaboration. *Young Professionals:* social media, website, electronic newsletters. *Homeless/low-income households:* Outreach through strategic partner networks such as the Workforce Housing Coalition and CAPSC, individual interviews, focus groups, public meetings, print materials. *Environmental and Community Development Organizations, Historic Preservationists:* informational workshops, online resources, partner network outreach. *Municipal Representatives and Government Leaders:* board meetings, online newsletter. *Residents:* public meetings, online resources, social media, neighbor consultations, abutter notification for site-specific public hearings. *Businesses and Property Owners:* workshops, public meetings, individual interviews, and online resources.

ii. **Anticipated Schedule:** Ongoing.

iii. **Task/Activity Lead:** SRPC will implement all community outreach and organize and facilitate all BAC meetings with QEP assistance, prepare outreach materials related to the Brownfields program to distribute at meetings, workshops, conferences, and other venues.

iv. **Outputs:** BAC agendas and presentations; outreach materials for distribution at meetings, workshops, on the SRPC website and social media, and in press releases and newsletters.

**Task 3: Phase I and II Environmental Site Assessments**

i. **Project Implementation:** Conduct Phase I ESAs for each selected site according to ASTM International standard 1527-13 and EPA’s “All Appropriate Inquiry” standards. If we find “recognized environmental conditions” (RECs), our QEP will assess the environmental conditions and determine the nature and extent of contamination. We will prepare a quality assurance project plan (QAPP) for EPA before moving to Phase II. Each investigation’s scope will be based on site conditions to determine whether impacts exist, and if so, to what extent.

ii. **Anticipated Schedule:** 3 priority sites in project year 1; additional sites in years 2 and 3.

iii. **Task/Activity Lead:** The QEP will conduct Phase I and II ESAs, prepare the QAPP and, if needed, an ABCA or RAP for each Phase II site. SRPC will work with target communities and the BAC to select sites and will convene public meetings associated with the site assessments.

iv. **Outputs:** 4 Phase I ESAs, 4SSQAPP, and 4 Phase II ESAs; an approved Generic QAPP.

**Task 4: Cleanup, Reuse, and Area-wide Planning**

i. **Project Implementation:** The QEP will prepare an Analysis of Brownfields Cleanup Alternatives (ABCA) and a Remedial Action Plan (RAP) for each site found in the Phase II ESA to exceed New Hampshire risk-based cleanup guidelines. The ABCA will include a remedial alternative evaluation and ranking based on proposed reuse options. Reuse and redevelopment plans will be prepared along with the RAPs to ensure that sites are redevelopment ready and will
include site reuse and land use assessments and market evaluations. Community visioning, market analysis, or reuse planning activities will be conducted according to EPA eligibility requirements. Public meetings will be key to learn the community’s site redevelopment vision.

ii. **Anticipated Schedule:** 3 priority sites in project years 1 & 2; additional sites in year 3.

iii. **Task/Activity Lead:** The QEP will prepare an ABCA or RAP for each Phase II site when required. SRPC and QEP will lead all public outreach, community visioning, land use assessments, and market evaluations for reuse plans.

iv. **Outputs:** 4 ABCA/RAPs, NHDES letters of consent, presentation materials and meeting minutes from reuse planning meetings, and community input documentation.

3.b. **Cost Estimates**

   The proposed $300,000 project budget is based on the following rates: SRPC staff time (personnel costs) hourly rates of $31 for our senior regional planner and $28 for the communications and outreach planner. Our fringe benefits are 27.2% of personnel costs. The QEP average hourly rate is $110 for all tasks. Indirect costs are 4.25% of the total requested funds for eligible expenses per 2 CFR 200.414 including accounting and overhead.

   Cost estimates support oversight, outreach, Phase I and II ESAs, ABCAs, and cleanup and redevelopment planning for the three priority sites. During the Inventory and Site Selection Process additional sites will be selected to maximize program investments and redevelopment, and to fully exhaust all funds within the three-year requirement.

<table>
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<th>Task 2 Outreach</th>
<th>Task 3 Assessments</th>
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<td>$617</td>
<td>$612</td>
<td>$7,319</td>
<td>$3,682</td>
<td>$12,230</td>
</tr>
<tr>
<td>Total Budget</td>
<td>$15,139</td>
<td>$15,012</td>
<td>$179,532</td>
<td>$90,317</td>
<td>$300,000</td>
</tr>
</tbody>
</table>

**Task 1-Program Oversight:** [5%] **Personnel:** SRPC sr. regional planner 92 hours at $31/hr = $2,852; **Travel:** 283 miles at $0.56 = $158, 2 persons attendance at conference $1,736 (airfare $300RT, hotel $104/night x 3 nights, meals $64/day x 4 days estimated on current GSA allowable costs for 2022 Oklahoma City conference); **Contractual:** QEP 81.8 hours @ $110/hr = $9,000.

**Task 2-Community Outreach and Engagement:** [5%] **Personnel:** SRPC senior regional planner 50 hours at $31/hr = $1,550 and communications and outreach planner 91 hours at $28/hr = $2,548; **Travel:** 150 miles at $0.56 = $84 for meeting attendance; **Supplies:** $103 for document production supplies (copies, postage); **Contractual:** QEP 81.8 hours at $110/hr = $9,000.

**Task 3: Phase I and II Environmental Site Assessments:** [60%] **Personnel:** SRPC senior regional planner 54 hours at $31/hr = $1,674. **Contractual:** QEP estimated at $170,000 to conduct four Phase I assessments ($5,500 each) and four Phase II ESAs, including QAPP, ($37,000 each).

**Task 4: Cleanup, Reuse, and Area-wide Planning:** [30%] **Personnel:** SRPC senior regional planner 130 hours at $31/hr = $4,030 and communication and outreach planner 40 hours at $28/hr
= $1,120; **Contractual:** Estimated QEP costs of $20,000 to conduct four ABCAs at $5,000 each, and $60,000 to prepare four cleanup and redevelopment plans at $15,000 each.

### 3.c. Measuring Environmental Results

Quarterly reports track, measure, and evaluate our progress in achieving program outcomes. Upon notification of award, we will prepare a Cooperative Agreement Work Plan with EPA specifying the project schedule and budget and identifying the items to be tracked during grant implementation. Connecting the outputs to our work plan will link the results of the grant funding to EPA’s strategic plan and demonstrate to Congress the results of the Brownfields grant program. We will integrate results into our performance-based planning initiative, which includes environmental sustainability measures.

We will measure project progress in these ways. **Oversight:** meet all reporting requirements; partner effectively with community-based organizations, the QEP, NHDES, and EPA staff; ensure activities match program goals and objectives. State, regional, and local stakeholders use the SRPC brownfields inventory in short- and long-term planning efforts. **Outreach:** reach a diverse audience that is well-informed on brownfields issues in general and on the SRPC Brownfields Program goals and objectives in particular. **ESAs:** detailed ESAs will provide more reuse opportunities for brownfields sites in the region and guidance for redevelopment needs and considerations. **Planning:** increased understanding of site-specific conditions and opportunities for redevelopment by stakeholders, government officials and community members.

Long-range outcomes will include the return of economic vitality to affected sites and neighborhoods. They will be measured by the grant’s leveraged investments, number of jobs created, number of affordable housing units provided, increases in the property tax base, and square footage of building space returned to productive use. Outputs will include Phase I and II ESAs and remedial action and reuse plans. NHDES will issue a consent letter upon approval of the remedial actions at a site.

### 4. Programmatic capability and past performance

#### 4.a Programmatic Capability

**4.a.i Organizational Capacity**

SRPC has the knowledge, experience, and organizational staff capability to implement and manage the FY 2022 assessment grant. Since 2015, SRPC has managed an EPA-funded Brownfields Assessment Program totaling $700,000. SRPC’s FY 2022 budget is $1,445,500; 92% from grants and local, state, and federal contracts. As a federally mandated Metropolitan Planning Organization and EDA designated Economic Development District, SRPC annually manages nearly $1 million in federal funds. Our staff are diplomatic, effective communicators able to establish trust and forge close working relationships with all sectors of the community.

**4.a.ii Organizational Structure**

Since its inception in 2015, SRPC’s Brownfields Program has been overseen by a project manager responsible for procurement, QEP management, and operations of the program under supervision from the Executive Director. SRPC’s financial protocols include review of all invoices by both the program and finance managers to ensure costs align with approved work scopes and meet EPA eligibility criteria. The Executive Director is responsible for execution of all contracts and approval of all transactions. Additional staff will provide expertise in economic development, transportation, natural resources, land use, GIS, and outreach as necessary.
4.a.iii Description of Key Staff

Jennifer Czysz, AICP, executive director, will provide oversight for SRPC’s Brownfields Program. She has 20 years’ experience in regional planning and grant management. As SRPC executive director, she manages daily operations and provides administrative and managerial direction on policy, budget maintenance, staff and resource allocation, and management of complex projects. She has a master’s in city planning from MIT.

James Burdin, AICP, senior regional planner, has managed our Brownfields Program since January 2017 and will continue to manage it if we are awarded additional funds. He oversees SRPC’s land use and economic development planning, including operation of the Strafford EDD. He has a master’s in city and regional planning from Ohio State University.

Kathy Foster has served as SRPC’s financial consultant since 2012 and has managed invoicing and financial records for SRPC’s brownfields program since its inception in 2015. She joined SRPC staff as finance manager in 2021 and will continue her role if we are awarded additional funds. Ms. Foster is a Certified Public Bookkeeper with 40 years of accounting experience and a bachelor of science in accounting and business administration.

4.a.iv Acquiring Additional Resources

As the region’s planning needs have grown more sophisticated, SRPC has raised the level of technical skill required of its staff and added expertise and resources as needed through direct hiring and strategic partnerships. SRPC also has a strong history of procuring technical, professional, and creative services, including engineering, legal, research, marketing, and planning services through competitive bids. A QEP will be hired through a prescribed RFQ selection process in accordance with federal and state procurement requirements. SRPC has a long history of procuring funding on our own behalf and in partnership with our municipalities.

4.b. Past Performance and Accomplishments
4.b.i Currently Has or Previously Received an EPA Brownfields Grant

(1) Accomplishments

Under SRPC’s two prior community-wide assessment grants (FFY15 and FFY19 totaling $700,000) we completed 22 Phase I and II ESAs at 17 sites. ACRES records are up to date; additional assessment and leverage details will be added as available. As of December 1, 2021, 82% of current grant funds are expended; the remainder is programmed for spring 2022. SRPC’s program has leveraged $13M in cleanup grants and private investment. EPA Region 1 published a Brownfields success story featuring the Somersworth Hilltop School that was assessed in 2015.

(2) Compliance with Grant Requirements

For above projects, SRPC met the work plan requirements, stayed on schedule, and complied with all terms and conditions. We achieved the expected results and complied with EPA’s requirements for reporting outputs and outcomes in written and electronic reports. SRPC ensures that the ACRES database is updated with current project information and that all quarterly, MBE/WBE, and other financial reports are submitted on time. SRPC has about 18% left from its FY2019 hazardous substances assessment grant. All funds will be fully exhausted in the first half of 2022, before the grant period ends. With our expanding inventory of hazardous substances sites and our successful community outreach, our communities continue to have a strong interest in the program; therefore, substantial additional funds are needed. SRPC’s FY2015 assessment grant was closed on September 30, 2019. All funds were fully expended by the contract end date.
COMMUNITY-WIDE PROPOSALS

Statement of Applicant Eligibility
Strafford Regional Planning Commission (SRPC) qualifies as an eligible applicant as a “Government Entity Created by State Legislature” and as a “Regional Council or group of General Purpose Units of Local Government.”

Documentation of Applicant Eligibility
Excerpts from Chapter 36 of the NH Revised Statutes Annotated relative to the establishment of Regional Planning Commissions are attached.

Description of Community Involvement
Community engagement is one of SRPC’s core strengths, and SRPC has a history of effective public outreach to solicit input, foster participation, and document support. SRPC’s planners engage communities in decision-making and advocate for under-represented groups. SRPC uses social media, focus groups, surveys, and qualitative analysis to synthesize public input.

SRPC’s Brownfields Program has an active BAC, and community outreach is ongoing. All Strafford region communities had input into SRPC’s current brownfields inventory, including submission of site nomination forms, electronic communications, and local information sessions to discuss program requirements and identify potential sites. If additional funds are awarded, SRPC will conduct two public information meetings each in Dover and Farmington to educate community officials, business owners, project partners, and the public about the Assessment Grant and to re-assess current site priorities and solicit new sites. SRPC’s annual integrated project solicitation process includes discussions with municipal leaders and staff about local priorities for new transportation and economic development projects. SRPC will use this process to ensure effective integration of local brownfield priorities.

Once sites are in the Brownfields Program, the ability of the Brownfields Assessment to spur transformation depends greatly on community buy-in and support. Community involvement—including educating stakeholders and seeking their input—is crucial. Our initial outreach in Dover will seek feedback on potential public-private redevelopment partnerships. Once priority sites have been assessed, we will report the results to the target audiences and gather information about preferred cleanup and reuse alternatives. Outreach related to Farmington Old Fire Station will target community residents and decision makers to gauge preferences for possible cleanup and reuse, develop a site vision, and prepare market feasibility analysis.

Under our existing and prior Brownfield Assessment grants, SRPC and the QEP have made communication with elected and appointed municipal officials a priority, particularly for high-profile projects. SRPC as part of its concluding Brownfield Assessment Grant conducted meetings with municipal officials in Somersworth, Farmington, Dover, and Rochester to discuss Phase I and II ESA results and potential new sites.

Removing barriers to redevelopment requires educating and informing the public, businesses, community groups, and potential investors. SRPC’s brownfields fact sheet and brochure explain the program and how to get involved. They are distributed through SRPC’s brownfields web page and at community meetings.
Public outreach will continue through press releases and public meetings; one-on-one meetings; brochures and fact sheets; posts on SRPC’s website and blog; and information distributed through the BAC. To reach a wide audience, SRPC will leverage its relationships with municipal officials and staff as well as its growing list-serves. Community involvement will include:

- At least four community meetings (two in each target community) to announce the availability of assessment grants, explain the program, provide contact information, and request comments and site nominations.
- Public meetings publicized by SRPC through notices on municipal and regional websites—and at libraries and other municipal buildings to reach stakeholders who lack internet access.
- Meetings to inform property owners, municipal officials, and developers of the availability of assessment grants and to explain opportunities to leverage the Brownfields Program.

Public meetings of the BAC and municipal officials will encourage local participation and communicate progress. These meetings will include reports of site assessment results and presentations of future cleanup possibilities. SRPC will provide information about the Brownfield Program on its website and to municipal and community organizations. This information will include scheduled engagement opportunities, meetings, and contact information for the BAC. Public meetings will be handicapped accessible; sign language and other interpreters will be available upon request.

We will target audiences in the following ways:

- **Elderly**: individual interviews, focus groups, print editions of education materials, collaboration with the Rochester Senior Center.
- **Young Professionals and Millennials**: social media, website, electronic newsletters, online resources.
- **Homeless/low-income households**: Outreach through strategic partner networks such as the Workforce Housing Coalition and Community Action Partners of Strafford County, individual interviews, focus groups, public meetings, print materials if online access is a problem.
- **Environmental and Community Development Organizations, Historic Preservationists**: informational workshops, online fliers and technical guides, outreach through partner networks.
- **Municipal Representatives and Government Leaders**: board meetings, online newsletter.
- **Residents**: public meetings, online resources, social media, neighbor consultations, abutter notification for site-specific public hearings.
- **Businesses and Property Owners**: informational workshops, public meetings, individual interviews, and online resources.

**Contractors and Subrecipients**
No contractors or subrecipients are named in this proposal. Should the proposal be funded, SRPC will conduct an RFQ based procurement process to select a QEP.

**Documentation of the available balance on each Assessment Grant**
As of December 1, 2021, we have expended $246,286.86 of our $300,000 award (82%).

See attached report from ASAP documenting SRPC’s existing Brownfield Assessment Grant account balance and drawdown status.
TITLE III
TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED PLACES

CHAPTER 36
REGIONAL PLANNING COMMISSIONS

Section 36:45

36:45 Purposes. – The purpose of this subdivision shall be to enable municipalities and counties to join in the formation of regional planning commissions whose duty it shall be to prepare a coordinated plan for the development of a region, taking into account present and future needs with a view toward encouraging the most appropriate use of land, such as for agriculture, forestry, industry, commerce, and housing; the facilitation of transportation and communication; the proper and economic location of public utilities and services; the development of adequate recreational areas; the promotion of good civic design; and the wise and efficient expenditure of public funds. The aforesaid plan shall be made in order to promote the health, safety, morals and general welfare of the region and its inhabitants. To promote these purposes the office of strategic initiatives shall delineate planning regions for the state so that each municipality of the state will fall within a delineated region and shall have the opportunity of forming or joining the regional planning commission for that planning region. In determining these regions the office shall consider such factors as community of interest and homogeneity, existing metropolitan and regional planning agencies, patterns of communication and transportation, geographic features and natural boundaries, extent of urban development, relevancy of the region for provision of governmental services and functions and its use for administering state and federal programs, the existence of physical, social and economic problems of a regional character, and other related characteristics. To accommodate changing conditions, the office may adjust the boundaries of the planning regions, after consultation with the respective regional planning commissions.


Section 36:49-a

36:49-a Status as a Political Subdivision. – Regional planning commissions are political subdivisions of the state. However, regional planning commissions have only that power and authority expressly provided for in RSA 36.