

On Thursday, February 28, 2019, New Hampshire Housing Finance Authority held its monthly Board meeting at the Authority's offices located at 32 Constitution Drive, Bedford, NH. Chair Ensign called the meeting to order at 10:31 a.m. The meeting adjourned at 12:08 p.m.

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**Members Present:**

Stephen W. Ensign  
Kendall Buck  
John Cuddy  
Pauline Ikawa  
Stephanye Schuyler  
Donald Shumway  
Michael Skelton

**Members Absent:**

Connie Lane  
Mary Beth Rudolph

**Authority Counsel Present:**

Tom Collins, Bond Counsel

**Others Present:**

Andy Cadorette  
Dean Christon  
Pat Donahue  
Ben Frost  
David Hebert  
Jane Law  
Grace Lessner  
Jim Menihane  
Chris Miller  
Julia Morgan  
Gloria Paradise  
Dee Pouliot  
Colette Provencher  
Bill Ray  
David Sargent

David Creer, William H. Craig Fellow  
Sarah Melasecca, Granite State Independent Living  
Chris Purington, Granite State Independent Living  
Jim Stretz, G.K. Baum

Chair Ensign called the meeting to order at 10:31 a.m.

**Approval of the Minutes of the January 24, 2019 Meeting:** Members noted an error in the minutes regarding the name of a funding source. Staff advised corrections would be made on the final copy of the minutes. Ms. Schuyler moved, seconded by Ms. Ikawa, and the Board unanimously approved the following motion:

2019-05 The minutes of the January 24, 2019, meeting are approved with the revision as noted.

**COMMITTEE REPORTS:**

**Finance and Administration Committee**

Chair Schuyler reported the Finance and Administration Committee met in February but had no action items to bring before the Board.

**Homeownership Committee**

There was no Homeownership Committee meeting in February.

**Multi-Family Housing Committee**

**Approval: Project Financing – The Squamscott Block:** Ms. Morgan reported on The Squamscott Block project. She discussed the history and details of the project and provided details of the proposed funding. Ms. Morgan answered members' questions. Mr. Cuddy moved, seconded by Mr. Shumway, and the Board unanimously approved the following motion:

2019-06 The Board of Directors approves the following financing for The Squamscott Block project located in Exeter, New Hampshire, up to the amount and term as follows:

<u>Amount</u>	<u>Source</u>	<u>Type</u>	<u>Rate</u>	<u>Term</u>
\$3,420,000	FFB <sup>(1)</sup>	Permanent	4.50% <sup>(2)</sup>	40 Years

The permanent loan will be credit enhanced under the FHA Risk Sharing Program and accordingly the Board approves the credit enhancement under that program, conditional upon FHA approval.

The Executive Director or designee is authorized to execute the security documents required for this transaction, add conditions as necessary and implement short-term modifications to terms as deemed appropriate to facilitate the closing and/or payoff of the above loan(s). All documents shall be reviewed and approved by the Authority's legal counsel.

<sup>(1)</sup> Federal Finance Bank 100% participation interest.

<sup>(2)</sup> Long-term fixed rate to be established at approximately 100 basis points above the estimated FFB pass-through rate, with consideration for possible fluctuation in the pass through rate at the time of application and commitment to the rate.

**Executive Committee**

The Executive Committee did not meet in February.

**UNFINISHED BUSINESS:**

There was no unfinished business to bring before the Board.

**NEW BUSINESS:**

**Presentation: Sarah Melasecca, Granite State Independent Living:** Mr. Christon and Mr. Cadorette briefly discussed the previously approved funding for the Granite State Independent Living (GSIL) initiative to help improve homeowner accessibility and to help promote independence for seniors and people with disabilities. Ms. Melasecca provided a presentation reporting on the NHHFA funding and the benefits to their Access Modification Program. She noted the original two-year grant has concluded and reviewed the 45 projects that have been completed. Ms. Melasecca reported on the success stories and answered members' questions throughout the presentation.

**EXECUTIVE DIRECTOR'S REPORT:**

Mr. Christon updated members on recent state level legislative activity, including providing details on several foreclosure-related bills. He provided updates on HB 270, relative to the judicial foreclosure bill, HB 585 and HB 602. Mr. Christon discussed several other bills which could have an effect on the Authority that staff continues to monitor. He reported on the many components of the Governor's budget, including HB 2, the trailer bill, which is expected to include a proposal to allocate funds to the Affordable Housing Fund (AHF) and funds to the lead abatement fund that the Authority would be asked to administer. Mr. Christon then discussed Federal legislation, noting the budget agreement that was reached has allocations for the voucher program and HOME program. He also noted there is beginning to be dialog regarding federal initiatives to support single family home development.

Mr. Christon then discussed the Mid-Year FY 2019 Update, noting this report is provided by staff to give members a sense of the Authority's status on the key issues of the Plan. Mr. Ray provided a presentation of the FY 2019 highlights, noting the data and information is for the period ending December, 2018. He reviewed information from each division and also reported on the success of the Authority's mini conferences.

**PROGRAM ACTIVITY REPORTS:**

Mr. Christon reviewed the Homeownership Activity Reports, noting activity is on pace with loan volume and dollar amounts from last year. He reported reservation activity has begun to decline which staff believes is reflective of inventory issues and likely to continue. Mr. Christon noted the MCC program is also running slightly behind last year and discussed potential causes.

Mr. Christon reviewed the Rental Assistance Program Reports, noting the program is on target for staff's goals for the year. He reported staff continues to await the final budget information. Mr. Christon discussed the vouchers reporting the Mainstream program is showing progress in unit rent-ups and he also noted the Authority received notice last week of renewal of the Family Self-Sufficiency (FSS) Program grant.

Mr. Christon then reviewed the Multi-Family Development Reports. He discussed the transitional housing proposals that have been received for clients with Substance Use Disorders (SUDs), noting staff is in the underwriting process on those proposals. Mr. Christon also noted that applications are due in mid-March for the Housing Trust Fund (HTF) applications.

Finally, Mr. Christon reviewed the financial reports, reporting on the decline in delinquencies. He provided an update on a project previously on the critical watch list that has been transitioned to a new use and noted there are no issues with the multi-family portfolio.

**COMMITTEE MEETING MINUTES:**

The Board had no comments on the Committee minutes as presented.

Mr. Christon discussed upcoming meetings, including an event on March 23 for the substance use disorder project in Keene, and asked members to schedule additional time following the March Board meeting to discuss strategic planning issues. He also noted the upcoming Homeownership Conference and advised members to let Colette know if they would like to attend.

A motion was made by Mr. Cuddy and seconded by Ms. Schuyler to enter into a non-public session pursuant to RSA 91-A:3, II(b). A unanimous roll call vote was taken and the non-public session began at 11:52 a.m.

Following a period of discussion, a motion was made to leave the non-public session. The motion passed and the public session was reconvened at 12:07 p.m.

A motion was then made by Mr. Cuddy and seconded by Mr. Skelton to seal the minutes of the non-public session. A unanimous roll call vote was then taken to seal the minutes and the motion passed.

There being no further business to bring before the Board, it was unanimously voted to adjourn the meeting at 12:08 p.m.

Respectfully submitted,



Dean J. Christon  
Executive Director