

Multi-Family Housing Committee Meeting
Minutes
October 14, 2020

Committee Members Present: S. Marchant, Chair, C. Lane
Committee Members Absent: M. Skelton
Other Board Members Present: D. Shumway
Staff Members Present: D. Christon, R. Dapice, P. Donahue, N. Dube, B. Frost, H. Goodwin, N. Kenney, J. Menihane, D. Pouliot, C. Provencher, D. Sargent, T. Seely
Others Present: J. Kimberly, Sapphire Consulting, LLC

Ms. Marchant opened the meeting at 9:03 a.m. She noted that, as Chair of the Multi-Family Housing Committee, she recognizes the existence of an emergency due to the COVID-19 crisis and, in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Committee is authorized to meet electronically. Ms. Marchant began the meeting with a Roll Call of members present and each member stated their location and noted they were alone. Mr. Shumway joined the meeting at 9:15 a.m. and Ms. Marchant then asked Mr. Shumway to serve as a temporary Committee member.

1. Approval: Minutes of the September 16, 2020, Multi-Family Housing Committee Meeting: The members had no comments on the minutes as presented. Ms. Lane moved, seconded by Ms. Marchant. A roll-call vote was taken and the motion to Approve the Minutes of the September 16, 2020 Multi-Family Housing Committee Meeting passed by a unanimous roll-call vote.
2. Program Status Report – Development Programs: Mr. Dapice reviewed the reports for the Development Programs. He reported on rental production, noting the increase in volume over the previous month. Mr. Dapice reviewed the Housing Trust Fund Reports, providing details of the funds, and noting the difficulty in allocating the resource due to the strict income and rent limits. He and Mr. Christon provided details, noting this resource works well when it is paired with additional subsidy resources. They answered members' questions, discussing timelines and fiscal year timing for uses of this resource.
3. Program Status Report – Rental Assistance Programs: Ms. Pouliot discussed the rental assistance programs reports. She reported, in order to adhere to the Department of Housing and Urban Development (HUD) guidelines, the Authority ceased issuing vouchers several months ago, and has transferred approximately 70 vouchers to other housing agencies, significantly reducing the Authority's risk of over-leasing. Ms. Pouliot provided an update on the CARES Act funding, noting staff continues to wait for guidance from HUD. She reported on the HUD-issued Notice of Funding Availability (NOFA) for youth exiting the foster care system, noting the Authority is eligible to apply for up to 25 vouchers, based on our statement of need. Ms. Pouliot then provided an update on the voucher program, reporting on the waiting list, new applications received, and the increased interest in the program from landlords. She advised staff will pull from the waiting list at the end of October to prepare for January 2021 lease ups. Mr. Christon discussed the size of wait list, noting it is larger than typical due to the Authority's decision to not do the annual clean-up because of this year's unique circumstances as a result of the pandemic. Ms. Pouliot then answered members' questions.

4. Discussion: Quarterly Portfolio Review/Critical Watch List: Mr. Dapice reported on the quarterly portfolio review. He provided details of the project that remains on the critical watch list and reported The Way Home exhibits signs of operational instability and they are actively marketing the project. Mr. Dapice reviewed the Authority funds and HOME restrictions attached to the project, noted the discussions with potential buyers of the property and staff's concerns. He advised staff will continue to monitor the project and will keep members updated.

Mr. Dapice discussed conversations with project owners and managers and their concerns due to an increase in delinquencies and late payments. He noted, however, that no multi-family property has defaulted on payments or accessed operating reserves at this time. Mr. Christon briefly reported on the Authority's asset managers and the internal critical watch list, noting staff will provide a presentation to the Committee at an upcoming meeting with a review and details of the monitoring process.

5. Approval: Project Financing – Bagdad Wood: Mr. Menihane reviewed the Bagdad Wood project, discussing the project's history and original financing received from the Authority. He provided details of the proposed property rehabilitation and financing, reserves, and noted the 30-year Land Use Restriction Agreement (LURA) attached to the property. Mr. Menihane also reported on the proposed use of funds and answered members' questions. Ms. Lane moved, seconded by Mr. Shumway. A roll-call vote was taken and the motion to bring staff's recommendation for financing of the Bagdad Wood project to the full Board for approval passed by a unanimous roll-call vote.
6. Approval: Project Financing – 12 Green Street: Mr. Seely reviewed the 12 Green Street project, discussing the project's history and the developer. He reviewed the financing request and reported on the 30-year LURA which will be on both loans, the proposed capital improvements and additional units to be constructed. Mr. Seely discussed the established waiting list the sponsor currently has for their properties, noting the targeted clients and reporting Visions for Creative Housing Solutions (Visions) will be the service provider. Mr. Christon reviewed the Emerging Opportunities Grant that Visions received a couple of years ago and noted they demonstrated they are capable of doing this type of supportive housing creatively and successfully. Mr. Seely answered members' questions and provided details of Visions' successful fundraising efforts. Ms. Lane moved, seconded by Mr. Shumway. A roll-call vote was taken and the motion to bring staff's recommendation for financing of the 12 Green Street project to the full Board for approval passed by a unanimous roll-call vote.
7. Approval: Loan Extension – Wingate Apartments: Mr. Dapice discussed the Wingate Apartments project, providing history of the project. He reported on the challenges the property has experienced in the past and the manager's efforts to maintain the property. Mr. Dapice reviewed the previous extension granted and provided details of the current request for an additional extension of the loan through June 2021 in exchange for Winn Companies paying 50% of the Note balance. Ms. Lane moved, seconded by Mr. Shumway. A roll-call vote was taken and the motion to bring staff's recommendation for a loan extension for the

Wingate Apartments project to the full Board for approval passed by a unanimous roll-call vote.

8. Approval: Technical Assistance Loan – Rochester Supportive Housing: Ms. Goodwin reviewed the request from Easterseals New Hampshire for the Rochester Supportive Housing project. She discussed Easterseals' plans for the property, including services that will be provided and the proposed use of the funds and answered members' questions. Ms. Lane moved, seconded by Mr. Shumway. A roll-call vote was taken and the motion to provide a \$45,000 Technical Assistance Loan to Rochester Supportive Housing in accordance with the terms and conditions of the Authority's Technical Assistance Program (HFA 108) passed by a unanimous roll-call vote.

9. Other Business: Mr. Shumway discussed upcoming changes within the Board of Directors membership. He expressed appreciation to Connie Lane and Mary Beth Rudolph for their service and dedication to the Authority. Mr. Shumway reported that Ms. Lane's term has been completed and noted her service in the legislature. He reported a potential replacement for her position has been identified, Anthony Poore, and the Governor has moved his request for appointment to the Board to the Executive Council for approval. Mr. Shumway and Mr. Christon discussed timing of the appointment, noting the likelihood of the appointment not being finalized until the November or December meetings. Mr. Shumway then reported that Ms. Rudolph has also completed her service and noted that she has been serving in hold-over status. He reported that Chris Norwood has been nominated as a replacement for her position and his request for appointment has also been sent to the Executive Council for approval. Mr. Christon noted the same timelines apply to Mr. Norwood's appointment.

Ms. Dube updated members on the Friars Court II project, which received Board approval for a construction and permanent loan in June. She noted that, due to various factors, adjustments have been made to the permanent loan, providing details, and reporting the full loan amount is not changing. Ms. Dube advised this information is being provided for informational purposes only and no action is being requested of the Committee.

There being no further business to bring before the Committee, Ms. Lane moved, seconded by Mr. Shumway. A roll call vote was taken and the meeting was adjourned at 10:17 a.m.