

**Multi-Family Housing Committee Meeting**  
**Minutes**  
**November 18, 2020**

Committee Members Present: S. Marchant, Chair, M. Skelton  
Committee Members Absent: A. Poore  
Other Board Members Present: K. Buck, C. Norwood, D. Shumway  
Staff Members Present: D. Christon, R. Dapice, P. Donahue, N. Dube, B. Frost, D. Pouliot, C. Provencher, D. Sargent, T. Seely  
Others Present: J. Kimberly, Sapphire Consulting, LLC  
J. Vadney, NeighborWorks Southern New Hampshire

Ms. Marchant opened the meeting at 9:01 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. Ms. Marchant asked Mr. Shumway and Mr. Buck to serve as temporary Committee members. She then welcomed new Board member, Chris Norwood, to the meeting.

1. Approval: Minutes of the October 14, 2020, Multi-Family Housing Committee Meeting: The members had no comments on the minutes as presented. Mr. Shumway moved, seconded by Mr. Buck. A roll-call vote was taken and the motion to Approve the Minutes of the October 14, 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 the preservation and recapitalization and construction and bridge lending programs, noting both have exceeded the goals to date. Mr. Dapice updated members on the Village Street project, reporting that although the borrower withdrew from the project, there remains a lot of interest and staff is confident the funds will be re-directed. Mr. Dapice reviewed the 811 Program, providing details and reporting on staff's efforts working with owners and managers of properties as well as the Department of Health and Human Services (DHHS). He reported that 151 out of 191 possible units have been committed. Mr. Christon reported on the value of this resource in helping to address the lack of housing for people with severe mental illness. He noted the QAP includes points to encourage participation the 811 Program. Mr. Dapice then reported on the Technical Assistance Loan Program, reviewing the process of loan approvals and intended uses of funds.
3. Approval: Heater Landing Waiver of HFA 109.04.A: Mr. Dapice provided an overview of the Low Income Housing Tax Credit (LIHTC) program. He reported on the \$3.8 Million allocation from the state and noted New Hampshire Housing is the sole administrator of the program. Staff answered members' questions about the program, including discussing the impact of the current economy on the LIHTC program. Ms. Dube reviewed the Qualified Allocation Plan (QAP), discussing the scoring criteria, noting it is updated every two years and reviewing the process. She reviewed the non-competitive 4% application and the 9% competitive application and reported the QAP is also used to allocate HOME and Housing Trust Funds. Ms. Dube then reviewed the Heater Landing Waiver request. She reported on

the many factors affecting this year's allocations and reported a waiver of the amount of LIHTC that can be allocated to any one project will allow the Authority to fully fund six projects, including the application for Heater Landing. Mr. Buck moved, seconded by Mr. Skelton. A roll-call vote was taken and the motion to bring staff's recommendation for a waiver of HFA 109.04.A for the Heater Landing project to the full Board for approval passed by a unanimous roll-call vote.

4. Approval: 2021 Low Income Housing Tax Credit (LIHTC) Reservations: Ms. Dube reviewed the annual LIHTC reservations. She discussed the new scoring category added this year which will increase the overall impact of tax credit projects and noted three projects have applied for 4% tax credits as well as the 9% credits. Mr. Seely then reviewed the applications received for this round, reporting a total of ten applications were received and staff is recommending seven projects for approval. He briefly reviewed the applications and also reported on the potential of the need to reallocate credits in the future if they are returned by the developers who cannot move forward or have capital subsidy shortfalls. Mr. Christon reported on the process of bringing applications to the full Board for approval, including the projects recommended for denial and staff answered members' questions. Mr. Buck moved, seconded by Mr. Skelton. A roll-call vote was taken and the motion to bring staff's recommendation for the 2021 Low Income Housing Tax Credit (LIHTC) reservations to the full Board for approval passed by a unanimous roll-call vote.
5. Discussion: Multi-Family Findings -2021: Mr. Christon reviewed the statutory obligation to make findings of fact regarding every financing the Board makes. He discussed the general findings for non-bond funded multi-family projects, providing a brief review. He noted these findings have been reviewed by bond counsel and will go to the full Board for approval in December.
6. Other Business: Mr. Christon updated members on the Shelter Modification Program, noting staff's continued engagement. He provided a brief overview of the program, reporting the open application process remains open and staff continues to make allocations. He noted all funds awarded need to be spent by the end of December 2020. Mr. Christon reviewed the range of requests received for the funding and discussed the potential of an extension of the deadline to spend funds.

Ms. Dube provided an update on the Bagdad Wood project, noting a minor adjustment to the loan period. She reviewed the reasons for the adjustment and noted no other changes have been made to the project funding.

Mr. Dapice briefly reviewed the critical watch list, which gets reported quarterly to Committee members. He provided an update on the Friendship House project which is being monitored by staff. Mr. Dapice noted the ongoing efforts to obtain a new partner to operate the property, and the need to ensure that services continue to be provided in that area of the state. Mr. Christon noted COVID-19 may have impacted this outcome and advised members there is no must pay debt. Mr. Dapice and Mr. Christon answered members' questions, advising that staff will continue to monitor and provide updates to the members.

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There being no further business to bring before the Committee, Ms. Marchant moved, seconded by Mr. Buck. A roll call vote was taken and the meeting was adjourned at 10:36 a.m.