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Community Development Advisory Committee Meeting Minutes

NH Department of Business & Economic Affairs
1 Eagle Square, Suite 100
Concord, NH 03301

Thursday, September 5, 2019

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE PRESENT: John Manning; *Chair*; Joe Doiron; Beth Fox; Mollie Kaylor; Matt Walsh; Justin Slattery; and Nancy Merrill.

STAFF: Katy Easterly Martey, *Executive Director*; Kevin Peterson, *Director of Economic Development*; Shelley Hadfield, *Director of Housing and Community Development*; Melissa Latham, *Communications Manager*; Missy Lackey, *Contract Specialist*; and Theresa Upstill, *Administrative Assistant*.

PUBLIC: Bob Elliot, Michael Faber, and Jack Dugan, *Monadnock Economic Development Corporation*; Mark Vattes and Jim Spotts, *U.S. Census Bureau*.

TELEPHONICALLY: James Weatherly, *Southwest Region Planning Commission*.

Mr. Manning opened the meeting at 2:02 PM and noted a quorum was present.

Mr. Manning announced the passing of Committee member Bill Ray of NH Housing.

Mr. Manning called for a motion to accept the agenda.

Motion – 2:05 PM

Ms. Fox moved to accept the agenda, as presented. Mr. Doiron seconded and the motion carried by a unanimous vote of the Committee.

Mr. Manning called for public comment; none was offered.

A. July 11, 2019, Community Development Advisory Committee Meeting Minutes, as submitted – 2:07 PM

Mr. Manning called for questions or comments.

Motion – 2:08 PM

There being none, Mr. Doiron moved to approve the minutes, as submitted. Ms. Fox seconded and the motion carried by a majority vote of the Committee of five yeas and two recusals. (Ms. Kaylor and Mr. Walsh recused as they were not in attendance at the July CDAC meeting.)

B. City of Keene/MEDC/Monadnock Food Co-op Expansion – \$500,000 – 2:09 PM

Mr. Manning rescued himself from the discussion and stated he serves on the Board for MEDC; Ms. Fox also recused herself and stated she works for the City of Keene; both left the meeting at 2:10 PM.

Ms. Easterly Martey chaired the meeting.

Mr. Peterson reviewed the application for the Committee and stated the application is recommended for funding with the following conditions:

1. The project is able to secure all identified matching funds;
2. All other usual and customary CDBG contracting terms; and
3. The use of funds conforms with HUD and State regulations.

Ms. Easterly Martey called for questions or comments.

The Committee discussed the growth of the organization since its inception, the economic climate for job creation and recruitment, as well as the role of New Market Tax Credits in supporting the project.

Motion – 2:14 PM

Mr. Doiron moved to approve the application, as recommended. Ms. Merrill seconded and the motion passed by a majority vote of the Committee of 5 yeas and two recusals.

Mr. Manning and Ms. Fox rejoined the meeting at 2:15 PM; Mr. Manning chaired the meeting.

C. Update/Engagement in the 2020 Census – 2:19 PM

Ms. Latham introduced guests Mr. Vattes and Mr. Spotts, who discussed with the Committee the 2020 Census and their engagement of organizations and the public throughout the state regarding the initiative. Topics for discussion included job opportunities with the local U.S. Census Bureau, how data will be collected digitally and how Committee members can assist the Census Bureau in their communities.

D. Action Plan Priority Discussion – 2:44 PM

Ms. Easterly Martey updated the Committee on the Action Plan process and next steps.

Ms. Hadfield provided an overview of initiatives undertaken and updates being considered for the CDBG program based on partner engagement, public comment and input from the Committee. A discussion ensued about opportunities for the program within the coming year with the development of the new five year Consolidated Plan.

Mr. Manning called for further business before the Committee.

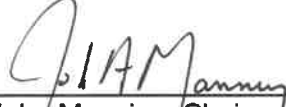
Adjourn – 3:25 PM

There being no further business before the Committee, Ms. Fox moved to adjourn the meeting at 3:25 PM. Mr. Slattery seconded and the motion carried by a unanimous vote of the Committee.

Respectfully submitted,



Melissa Latham, Communications Manager



John Manning, Chair