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Executive Committee
NH Community Development Finance Authority
14 Dixon Avenue, Suite 102
Concord, NH 03101

MINUTES

September 16, 2025
9:00–9:45 AM

CDFA EXECUTIVE COMMITTEE PRESENT: Benjamin Gaetjens-Oleson, *Board Chair*; Peter Rayno *Vice Chair*; Dianne Fitzpatrick, *Secretary Treasure*, Cynthia Harrington, *Immediate Past Board Chair*.

STAFF: Katherine Easterly Martey, *Executive Director*, Ian Hart, *Chief Financial Officer*.

1. Welcome

Mr. Gaetjens-Oleson opened the meeting at 9:02 AM and stated there were no announcements. He called for a motion to approve the agenda, as presented.

Motion – 9:03 AM

Ms. Harrington moved to approve the meeting agenda, Ms. Fitzpatrick seconded, and the motion carried by a unanimous vote of the Committee.

There were no members of the public present.

2. Action Items

Mr. Gaetjens-Oleson called for a motion to approve the May 26, 2025 Committee Minutes.

Motion – 9:04 AM

Ms. Fitzpatrick noted that her last name was spelled wrong in one instance in the minutes. Ms. Fitzpatrick moved to approve the minutes, as amended, Ms. Harrington seconded, and the motion carried by a unanimous vote of the Committee.

3. Discussion Items

3.1 Communication Strategies and Policies – 9:05 AM

Ms. Easterly Martey discussed various external matters that would be of interest to the Executive Committee. The Committee discussed strategies regarding new government policies and priorities.

Ms. Easterly Martey informed the Committee that the Belknap Economic Development Corporation had removed its former Executive Director. An interim Executive Director has taken over and they have decided to not continue with their CDBG Microenterprise grant.

3.2 Business Continuity – 9:24 AM

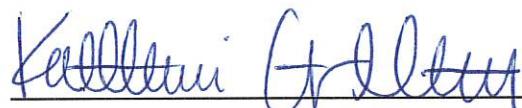
Ms. Easterly Martey discussed opportunities to help CDFA's business continuity at current levels, including continuing childcare funding, as well as the reduced reliance on consultants in the current Fiscal Year 2026 budget. Additional options include increasing reliance on technology. It was recommended that the FY 2027 budget cycle start earlier, and Ms. Easterly Martey noted that a budget timeline would be presented at the November Executive Committee meeting.

Ms. Easterly Martey discussed opportunities to emphasize the Living Strategic Plan and updating the "Who We Are" page on CDFA's website, which covers CDFA's work and approach.

With no further questions, Mr. Gaetjens-Oleson called for a motion to adjourn.

Adjournment – 9:45 AM

Ms. Fitzpatrick moved to adjourn the meeting, and Mr. Rayno seconded. The motion carried by a unanimous vote of the Committee.



Katherine Easterly Martey, Executive Director



Benjamin Gaetjens-Oleson, Chair
CDFA Executive Committee