

**NH Community Development Finance Authority
Meeting of the Board of Directors**

**14 Dixon Avenue, Suite 102
Concord, NH 03301**

**April 14, 2026, 10:00 AM
MINUTES**

CDFA BOARD OF DIRECTORS PRESENT: Ben Gaetjens-Oleson, *Chair*, Peter Rayno, *Vice Chair*; Diane Fitzpatrick, *Secretary/Treasurer*; Cynthia Harrington; Robert Tourigny; Ross Bartlett; Carmen Lorentz; Cody Morrison; Cullen Tiernan; and Shannon Reid.

STAFF: Katherine Easterly Martey, *Executive Director*; Ian Hart, *Chief Financial Officer*; Melissa Latham, *Director of Policy & Communications*; Kim Pacocha, *Director of Accounting*; Mollie Kaylor, *Director of Housing and Community Development*; Molly Donovan, *Director of Economic Development*; Rebecca Boisvert, *Director of Community Development*; Kirsten Barton, *Community Development Manager*; and Maureen Quinn, *Board Relations and Tax Credit Manager*.

PUBLIC: Lucy Lang, *Commissioner, New Hampshire Department of Business and Economic Affairs*; Betsy McNamara, *Consultant - CDFA Tax Credit Program*.

Mr. Gaetjens-Oleson opened the meeting at 10:06 AM. He stated he had one announcement. He welcomed CDFA's newly appointed Director, Ms. Shannon Reid of the Community College System of New Hampshire.

Mr. Gaetjens-Oleson noted a member of the public in attendance; Ms. Lucy Lang, the Commissioner of the New Hampshire Department of Business and Economic Affairs (NH BEA) introduced herself. Ms. Harrington stated she is the designee of the NH BEA and serves at the pleasure of Ms. Lang. Mr. Gaetjens-Oleson welcomed Ms. Lang to the meeting. There was no public comment.

A. Agenda

Mr. Gaetjens-Oleson reviewed the meeting agenda. No changes were requested. He called for a motion to approve the agenda, as presented.

Motion – 10:07 AM

Mr. Tourigny moved to approve the meeting agenda, as presented. Ms. Lorentz seconded, and the motion carried by a unanimous vote of the Board.

Ms. Easterly Martey stated all Directors were asked to provide a brief introduction by sharing what inspires their commitment to CDFA and community economic development. The Board, Ms. Easterly Martey and Mr. Hart exchanged introductions through the lens of life and professional experiences. A commitment to community, helping others and working collaboratively for a vibrant New Hampshire were prevailing themes.

B. Consent Agenda

Mr. Gaetjens-Oleson reviewed the Consent Agenda, which included the following items:

- March 10, 2026, Board Minutes;
- February 5, 2026 Community Development Advisory Committee Minutes;
- March 10, 2026, Finance Committee Minutes;

- Approve Family Child Care Zoning Initiative Grant

Mr. Gaetjens-Oleson reviewed the consent agenda and called for questions or comments. None were offered. He called for a motion.

Motion – 10:23 AM

Ms. Lorentz moved to approve the consent agenda, as presented. Mr. Rayno seconded, and the motion carried by a unanimous vote of the Board.

C. Rural Community Health Infrastructure Programs Discussion – 10:24 AM

Ms. Easterly Martey stated she would provide an overview of the Rural Community Health Infrastructure Program and CDFA's role. The Rural Health Transformation Program (RHT) was authorized by the One Big Beautiful Bill Act and empowers states to strengthen rural communities across America by improving healthcare access, quality and outcomes by transforming the healthcare delivery ecosystem. The RHT Program invests in the rural healthcare delivery ecosystem for future generations. The program is focused on the following strategic goals: make rural America healthy again, sustainable access to healthcare, workforce development, innovative care and technology innovation.

The State has five (5) Hubs to administer this RHT funding, including CDFA, University System of New Hampshire, Community College System of New Hampshire, Foundation for Healthy Communities, and the New Hampshire Community Behavioral Health Association.. CDFA is tasked with investing in infrastructure (bricks and mortar) projects for existing facilities; new construction is not eligible. Ms. Easterly Martey noted the funding is performance based; if New Hampshire expends funds successfully, then additional funding becomes available through the program in subsequent years.

CDFA has begun a rigorous review of resources and data, such as CDFA's Community Progress Indicators, NH's Community Health Community Improvement Plan, 10 Year Community Health Plan, NH Hospital Health Report, and data and policy briefs from the New Hampshire Fiscal Policy Institute to help inform where investment is most needed. Ms. Easterly Martey also presented the social determinants of health framework as key to understanding the need for holistic investments in communities to support positive rural health outcomes.

Program design will factor in data of place and people (where does the greatest need exist and for whom), RHT requirements (ensure alignment with Federal and State expectations and compliance), and community perspectives (validate data and create solutions that are realistic and equitable).

Ms. Easterly Martey outlined the goals, metrics and outcomes for CDFA's program in years one and two. The program timeline has been developed to meet rapid turnaround time for fund deployment; projects will have about 23 months to complete construction; it is imperative CDFA advance program structure and resource deployment efficiently.

Ms. Easterly Martey summarized efforts to date and stated collaboration with designated partners will be critical to ensure activities needed are realized. She noted it will be critical to CDFA to guide projects to timely completion to meet compliance requirements. The CDFA Board of Directors will be asked to approve the Application and Program Guide; subsequent approval will be needed from GO-NORTH.

The Board asked whether any parts of the State are excluded from this program funding. Ms. Easterly Martey stated all communities in the State are eligible for this funding. She noted two projects were previously identified and are in the pipeline. These two projects are expected to be presented to the Board in May.

The Board discussed the following topics related to the RHT Program: engagement with the Executive Council throughout the program timeline; data informing workforce needs; role of and engagement with the proposed GO-NORTH advisory committee; eligible projects for CDFA funding; importance of collaboration with other hubs; potential challenges with the quick deployment of resources; compliance requirements; metrics and evaluation criteria; and eligible communities for investment.

Ms. Easterly Martey noted it will be important to partner with Directors to raise awareness of the RHT Program and how communities may be able to leverage these resources.

D. Community Development Block Grant Consolidated Plan – 11:02 AM

Ms. Easterly Martey stated the final version of the Consolidated Plan was provided to the Board. She called for questions or concerns. The Board expressed appreciation for the Transformational Grants and significantly increasing award amounts to \$750,000. This is anticipated to have meaningful impact. Ms. Easterly Martey thanked Mr. Gaetjens-Oleson and Mr. Morrison for their leadership of the Community Development Advisory Committee. She also thanked Ms. Mollie Kaylor and Ms. Molly Donovan from CDFA's staff for their leadership and dedicated work on the updates to the Consolidated Plan. Mr. Gaetjens-Oleson called for additional questions or comments. None were offered. He called for a motion.

Motion – 11:04 AM

Mr. Bartlett moved to approve the Community Development Block Grant Consolidated Plan, effective July 1, 2026, for a five-year period, as presented. Ms. Lorentz seconded, and the motion carried by a unanimous vote of the Board.

E. Community Development Advisory Committee Housing and Public Facilities Funding Round

Mr. Morrison summarized the Housing and Public Facilities Round, with applications reviewed and recommended for funding by the Community Development Advisory Committee on April 2, 2026. The following applications were recommended for funding:

Housing

- City of Berlin/Affordable Housing and Education Development (AHEAD) – \$500,000 to repair or replace the HVAC system at the Notre Dame Apartments in Berlin. the Lisbon Inn. All 33 units are occupied by elderly individuals.
- Town of Lisbon/Affordable Housing and Education Development (AHEAD) – \$500,000 to rehabilitate the Lisbon Inn. All 19 units are occupied by senior citizens and/or individuals with disabilities.
- City of Concord /Families in Transition - \$500,000 to convert underutilized office space into an additional four 2-bedroom affordable housing units in Concord.
- City of Keene/Monadnock Affordable Housing Corporation – \$500,000 to rehabilitate a four-unit residential property in Keene with one 1-bedroom and three 2-bedroom units; all units are occupied by low- and moderate-income households under a Project Based Voucher program.
- Town of Hillsborough/Rumrill LLC – \$500,000 for installation of a sprinkler system and two new 2-bedroom apartments; 76.92% of residents qualify as low- to moderate-income.

Public Facilities

- City of Keene/The Community Kitchen – \$500,000 for capital improvements to ensure continued and uninterrupted service to the 3,571 individuals – all of whom qualify as low- to moderate-income – who rely on the facility for food access and meals.
- Belknap County/Archways – \$500,000 to add a second floor to their facility, thereby doubling the Center's size and increasing capacity to serve a population which is 52% low-to moderate-income.
- Cheshire County/Keene Day Care Center – \$500,000 for installation of new HVAC, windows, and a fire suppression system. 69% of children served are from households which qualify as low- to moderate-income.
- Town of Lisbon/Boys & Girls Club of Central and Northern New Hampshire – \$500,000 to repair the HVAC system; this will allow for expansion to include a licensed childcare center. Over 51% of enrolled children come from households which qualify as low- to moderate-income.

- Town of Littleton/Littleton Community Center – \$500,000 to rehabilitate the historic facility which serves all town residents, 58% of whom qualify as low- and moderate-income. The LCC offers a broad range of community programs designed to promote wellness, learning, and civic engagement.

Mr. Morrison asked if there were questions or concerns. None were stated. Mr. Gaetjens-Oleson called for a motion.

Motion – 11:06 AM

Mr. Bartlett moved to approve the housing and public facilities applications recommended for funding by the Community Development Advisory Committee at the April 2, 2026 meeting, as presented. Ms. Harrington seconded, and the motion carried by a unanimous vote of the Board.

F. Community Development Advisory Committee – Emergency Grant

Mr. Morrison provided a summary of an Emergency CDBG application reviewed and recommended for funding by the Community Development Advisory Committee on April 2, 2026. The City of Laconia requested \$100,000 to be sub granted to the Belknap House to repair/replace a broken and failing sewer line at the facility. A break of the line inside the home in December 2025 caused damage and hazardous conditions within the only facility in Belknap County which serves as a family-centered shelter. Mr. Morrison asked if there were questions or concerns. None were stated. Mr. Gaetjens-Oleson called for a motion.

Motion – 11:07 AM

Ms. Lorentz moved to approve the emergency grant application from the City of Laconia/Belknap House in the amount of \$100,000, as recommended at the April 2, 2026 Community Development Advisory Committee meeting, as presented. Ms. Fitzpatrick seconded, and the motion carried by a unanimous vote of the Board.

G. i2i Recap

Ms. Easterly Martey thanked Ms. Fitzpatrick for hosting CDFA's Ideas to Innovation (i2i) event at the Boys & Girls Club of Greater Manchester. She noted the event was very successful, with very positive feedback. Ms. Easterly Martey noted art was an integral part of the event and helped engage all attendees in idea exchanges and activities. She thanked Ms. Boisvert and the CDFA staff for their commitment to ensuring the event was a success.

H. Adjourn – 11:11 AM

There being no further business before the Board of Directors, Mr. Touringy moved to adjourn the meeting. Mr. Bartlett seconded, and the motion carried by a unanimous vote of the Board of Directors.

Respectfully submitted,



Maureen Quinn, Board Relations and Tax Credit Manager



Benjamin Gaetjens-Oleson, Board Chair