

FINAL

**LEBANON HOUSING TASK FORCE
REGULAR MEETING MINUTES
Remote Via Microsoft Teams
LebanonNH.gov/Live
Monday, April 21, 2025
8:15 AM**

MEMBERS PRESENT: Ryan Dube, John D’Entremont, Andrew Faunce (virtual), Tracy Hutchins, Ellen Smith Ahern, Tim McNamara, Tia Winter

MEMBERS ABSENT: Susan Almy, David Duncan

STAFF PRESENT: Catheryn Hembree, Associate Planner, Nathan Reichert, Director, Planning & Development

****NOTE THAT THERE WAS NO AUDIO OR VIDEO FROM THIS MEETING.
FUNDAMENTAL DRAFT IS FROM NOTES OF THE RECORDING SECRETARY**

1. CALL TO ORDER: Meeting was called to order at 8:15AM by Mr. Tim McNamara

Ms. Catheryn Hembree read the preamble.

2. APPROVAL OF MINUTES:

Mr. Ryan Dube MOVED to approve March 17, 2025 Minutes. The motion was Seconded by Ms. Ellen Smith.

Yay 3, Nay 0, Abstained 2 (Mr. McNamara and Ms. Smith)

** The MOTION was approved 3-0*

3. OLD BUSINESS:

A. Housing Opportunity Grant (HOP) Consultants: Outreach & Engagement update, Data collection, & Regulatory Audit Process

Ms. Liz Kelly, RP&D and Mr. Steve Whitman were in attendance and provided an update on all that they are working on, including HNA, FIA, and the audit, which are the three big deliverables.

There was some discussion on incenting people for participating in surveys.

Two additional resources were offered to help the work of RP&D; one by Ms. Smith with Listen, and one by Mr. Dube (the VA).

Mr. McNamara along with Mr. Reichert spoke about the importance of using the study information and not simply have it going “on a shelf” Mr. McNamara explained the impact fees and how they are regulated by the State of New Hampshire. He also said that there is State support for Lebanon housing.

Mr. Dube gave an update on HUD for Grafton County and noted there has been an 84% reduction in staff.

B. Housing Academy Summary

Ms. Catherine Hembree presented information along with Ms. Ellen Smith

4. NEW BUSINESS:

5. OTHER BUSINESS:

6. FUTURE AGENDA ITEMS:

7. ADJOURNMENT:

Ms. Winter MOVED for adjournment

Seconded by Mr. Dube

**The MOTION was approved unanimously*

The meeting was adjourned at 9:33 AM

Respectfully submitted,

Cinda Mersel

Recording Secretary **