Keene Housing

Keene Housing
Board of Commissioners Meeting
April 18, 2024

Stone Arch Village Senior Eclipse Viewing

Meeting Location:

Stone Arch Village Senior
835 Court Street
Keene, NH 03431

Keene Housing

Board of Commissioners Meeting
Thursday, April 18, 2024
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Keene Housing

BOARD OF COMMISSIONERS MEETING
THURSDAY, APRIL 18, 2024
12:00 P.M.
STONE ARCH VILLAGE SENIOR
835 COURT STREET, KEENE, NH

AGENDA

I. Call to Order

II. Roll Call

III. Approval of the March 21, 2024 Keene Housing Board Meeting Minutes

IV. Executive Director's Report

V. Management Report

VI. Finance Report

VII. Old Business

VIII. New Business

a. Approval of Exception Voucher Payment Standard for Ash Brook Apartments (Resolution No. 770)

IX. Public Comment

X. Non-Public Session
Convene to Non-Public Session to discuss:
A personnel matter pursuant to RSA 91-A:3, II (a); and
The acquisition, sale, or lease of land pursuant to RSA 91-A:3, II (d).

XI. Adjournment

Minutes of the Keene Housing Board of Commissioners Meeting
Thursday, March 21, 2024

Chairperson Coates called the Keene Housing Board of Commissioners meeting to order at 12:00 p.m. Roll was taken and Chairperson Coates declared a quorum present.

Commissioners in attendance:
- Chris Coates, Chairperson
- Steve Bianco, Commissioner
- Susan Shaw, Commissioner
- Cody Morrison, Commissioner
- Emily Benson, Commissioner

Also in attendance:
- Joshua Meehan, Secretary
- Linda Griffin, Director of Finance
- Sandy Clark, Director of Facilities and Assets
- Cheryl Bemis, Property Manager
- Heather Howe, Assistant Property Manager
- Karen Graveline, Community Connections Manager
- Sally Malay, Executive Director of Keene Housing Kids Collaborative
- Central Square Terrace residents

MINUTES:

Chairperson Coates called for approval of the February 22, 2024 Board of Commissioners meeting minutes. Commissioner Bianco made a motion to approve the minutes. Commissioner Shaw seconded the motion, which upon being put to vote, the minutes passed unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Secretary Meehan welcomed Commissioners Morrison and Benson to the Board.

Secretary Meehan stated the fiscal year 2024 HUD budget passed and was signed by President Biden. This includes a 10-year Moving to Work (MTW) extension through 2038 and $1,000,000 in Congressionally Directed Funds from Congresswoman Annie Kuster's office to help with construction costs at Roosevelt School East.

The purchase of the Roosevelt School was completed on March 20, 2024. Construction bids came in close to $1,000,000 over budget, and value engineering is underway. Construction is estimated to begin in June 2024. Keene Housing is starting the funding application process for Roosevelt School West. Keene Housing anticipates a $2,000,000 funding need for the project. Staff is exploring several grant sources including Congressionally Directed Funds from Senator Shaheen's office.

Secretary Meehan invited Ms. Clark to give an update on Keene Housing's capital projects. Security camera installations are complete at Keene Housing's Main Office, Central Square Terrace, Bennett Block, and Brookbend East and West. Installation at Harper Acres and Riverbend apartments will be done by the end of May. Beginning on April 8th, CK Landmark Construction Corporation is repairing and replacing siding, insulation, doors, windows, basement openings, porches, and exterior stairs at 25 Pine Street. Asphalt repairs at Stone

Arch Village Senior are scheduled in May, in addition to several capital needs assessments at multiple properties.

MANAGEMENT REPORT:

There were no questions from the Board on the Management Report.

FINANCE REPORT:

Ms. Griffin reviewed the consolidated financial operations and variances to budget for Keene Housing properties.

NEW BUSINESS:

Keene Housing Kids Collaborative (KHKC) Update

Ms. Malay announced Secretary Meehan rejoined the KHKC Board of Directors and KHKHC's Board recently welcomed new board member Saira Bacon, Esq., CPA owner of Bacon & Alexander. KHKC is hosting a Community Update at 12:00 p.m. on Wednesday, March 27th at Keene Housing's Stone Arch Village Senior Community Room. Ms. Malay stated it is not a fundraiser event; it is an opportunity to share KHKC's completed strategic plan and 2023 annual report with supporters and stakeholders.

Resolution No. 768 - Approval of 25 Pine Street Contract

The Keene Housing Board of Commissioners authorizes the 2024 Exterior Renovation for 25 Pine Street Keene Project contract to be awarded to CK Landmark Construction Corporation and its funding not to exceed $ 360,000 pursuant to the March 11, 2024 Memorandum from Sandy Clark, Director of Facilities and Assets to Josh Meehan, Executive Director. Commissioner Bianco moved the motion to approve the resolution. Commissioner Shaw seconded the motion, which upon being put to vote, was passed unanimously.

Resolution No. 769 - Adoption of Revised Employee Handbook

The Keene Housing Board of Commissioners adopts the revised Employee Handbook pursuant to the March 11, 2024 memorandum from Amy Wright, Director of Administration to Joshua Meehan, Executive Director. Commissioner Bianco moved the motion to approve the resolution. Commissioner Shaw seconded the motion, which upon being put to vote, was passed unanimously.

Informational Memo: Safety/Risk Management Report

No discussion items presented.

Community Connections Dashboard Report

Ms. Graveline reviewed the Community Connections Dashboard Report.

OLD BUSINESS:

No topics were presented.

PUBLIC COMMENT:

A resident asked if the Commissioners could help him get answers from the City of Keene about the bus and emergency pull up area outside the building. Chairperson Coates will connect the resident with a member of the Keene City Council. Another resident expressed her satisfaction with living at Central Square Terrace.

NON-PUBLIC SESSION:

Commissioner Bianco made a motion to enter non-public session for the purposes of discussing a real estate transaction pursuant to RSA 91 A:3, II (d). Commissioner Shaw seconded the motion, which upon being put to vote, the motion to suspend Public Session passed unanimously.

Chairperson Coates suspended the Public Session at 12:50 p.m. on Thursday, March 21, 2024, to convene a Non-Public Session.

Commissioner Bianco made a motion to reconvene Public Session. Commissioner Shaw seconded the motion, which upon being put to vote, the motion to reconvene Public Session passed unanimously.

PUBLIC SESSION RECONVENED:

Chairperson Coates reconvened the Public Session on Thursday, March 21, 2024, at 1:15 p.m. Chairperson Coates stated the Board of Commissioners voted during non-public session to seal the minutes of that session.

Commissioner Bianco made a motion to adjourn the meeting. Commissioner Morrison seconded the motion, which upon being put to vote, was passed unanimously. There being no further business, Chairperson Coates adjourned the Board meeting at 1:16 p.m.

Joshua Meehan, Secretary of Keene Housing Board of Commissioners

4/5/24
Date

Keene Housing

Resolution No. 770

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

   Approval of Exception Voucher Payment Standard for Ash Brook Apartments

2. Date of Board Meeting: April 18, 2024

3. Proposed Board Resolution:

   That the Keene Housing Board of Commissioners approves and adopts Keene Housing's Exception Voucher Payment Standard for Ash Brook Apartments in the amount of $1434.00 effective June 1, 2024 pursuant to the April 15, 2024 memorandum from Ellen Wishart, Voucher Program Manager to Joshua Meehan, Executive Director.

4. All Backup Attached?

   Yes X No ☐

   If no, what is missing and when will it be submitted: _____

5. Department Head Approval Signature Ellen M. Wishart Date: 4/15/2024

6. Statement of availability of funds by Finance Manager

   Funds Budgeted and Available Yes ☒ No ☐ Source HAP funds

   Director of Finance Approval Signature _____ Date: 4/16/2024

7. Executive Director Approval Signature _____ Date: 4/15/24

Keene Housing

MEMORANDUM

To: Joshua Meehan, Executive Director
From: Ellen Wishart, Voucher Program Manager
Subject: Approval of Exception Voucher Payment Standard for Ashbrook Apartments
Date: April 15, 2024

This memorandum recommends that the Keene Housing Board of Commissioners resolve to adopt a revised Exception Voucher Payment Standard for Ash Brook Apartments effective June 1, 2024.

BACKGROUND

Monadnock Affordable Housing Corporation (MAHC), owner of Ash Brook Apartments, has requested, and Keene Housing has granted a rent increase equal to the U.S. Department of Housing and Urban Development's (HUD) 2024 Operating Cost Adjustment Factor (OCAF). The owner is entitled to the increase pursuant to the Housing Assistance Payment Contract between MAHC and Keene Housing. The contract rent is increasing from $1243 per month to $1424.

The existing Exception Voucher Payment Standard is being raised to reflect the increased rent so as to prevent the rent increase from falling entirely on the voucher holders living at Ash Brook.

RECOMMENDATION

Accordingly, I recommend that the Board consider this resolution, which states:

> **Resolution:** That the Keene Housing Board of Commissioners approves and adopts Keene Housing Exception Voucher Payment Standard for Ash Brook Apartments in the amount of $1434.00 effective June 1, 2024.

Keene Housing

831 Court Street, Keene, NH 03431
Phone & TTD - 603.352.6161
Fax - 603.352.6845

March 28, 2024

Robin Buffum
Property Manager
831 Court Street
Keene, NH 03431

Re: Rent increase for Ash Brook Apartments

Dear Robin,

Please accept this letter as Keene Housing's approval of your request to increase the rents at Ash Brook Apartments by the U.S. Department of Housing and Urban Development's published 2024 Operating Cost Adjustment Factor (OCAF). Per your request, the new one bedroom rent at Ash Brook apartments will be $1,434 per month.

The effective date of the of the increase is June 1, 2024. The increase will be applied at the processing of each tenant's next recertification.

Sincerely,

Joshua Meehan
Executive Director

Yes
Unit Change

Keene Housing

831 Court Street, Keene, NH 03431
Phone 603.352.6161
TRS 711
FAX 603.352.6845

March 29, 2024

Denise Pratt
Director of Housing and Services
831 Court Street
Keene, NH 03431

Re: Rent Increase for Ash Brook Apartments

Dear Ms. Pratt,

Please accept this letter as a request for a rent increase at Ash Brook Apartments with an effective date of June 1, 2024. A rent schedule with the requested increase is enclosed.

Thank you for your consideration.

Sincerely,

Robin Buffum
Property Manager

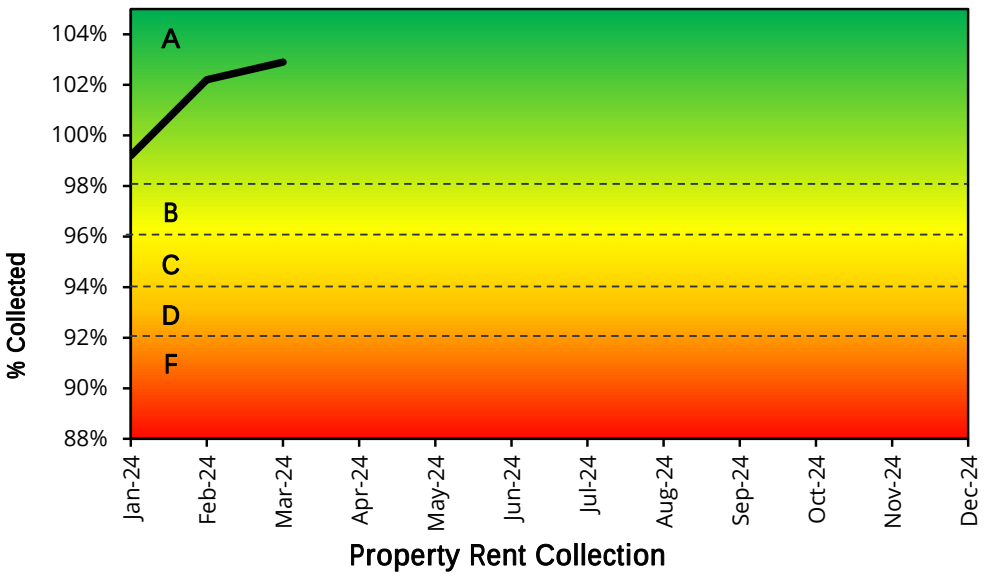
Keene Housing

MANAGEMENT REPORT
MARCH 2024

Residential Property Rent Collection Report
March 2024

Community	Month Billed	Month Collected	% Collected	Monthly Grade	YTD Billed	YTD Collected	% YTD Collected	YTD Grade
Ash Brook Apartments	$11,677	$11,727	100.4%	**A**	$34,003	$34,202	100.6%	**A**
Bennett Block	$5,609	$5,262	93.8%	**D**	$16,827	$16,997	101.0%	**A**
Brookbend East	$20,316	$20,318	100.0%	**A**	$59,467	$59,211	99.6%	**A**
Brookbend West	$18,593	$21,454	115.4%	**A**	$56,006	$59,069	105.5%	**A**
Central Square Terrace	$35,164	$35,467	100.9%	**A**	$104,653	$106,165	101.4%	**A**
Cottage Street	$1,211	$1,218	100.6%	**A**	$3,163	$3,163	100.0%	**A**
Evergreen Knoll LP	$22,175	$22,373	100.9%	**A**	$63,334	$63,381	100.1%	**A**
Forest View	$30,335	$31,890	105.1%	**A**	$86,482	$94,963	109.8%	**A**
Hampshire House	$5,141	$5,665	110.2%	**A**	$15,393	$15,925	103.5%	**A**
Harper Acres	$48,904	$49,255	100.7%	**A**	$145,165	$145,575	100.3%	**A**
Meadow Road Apartments	$8,006	$8,006	100.0%	**A**	$22,661	$22,719	100.3%	**A**
North and Gilsum	$19,503	$20,594	105.6%	**A**	$58,440	$59,176	101.3%	**A**
Riverbend Apartments	$13,012	$13,088	100.6%	**A**	$38,250	$38,176	99.8%	**A**
Scattered Sites	$12,050	$13,153	109.2%	**A**	$36,494	$37,670	103.2%	**A**
Scattered Sites 2	$16,304	$17,877	109.6%	**A**	$48,993	$47,926	97.8%	**B**
Stone Arch Village Family	$17,954	$17,404	96.9%	**B**	$53,463	$53,478	100.0%	**A**
Stone Arch Village Senior	$15,791	$15,791	100.0%	**A**	$47,493	$47,653	100.3%	**A**
Totals	**$301,745**	**$310,542**	**102.9%**	**A**	**$890,287**	**$905,449**	**101.7%**	**A**

Active Households Only

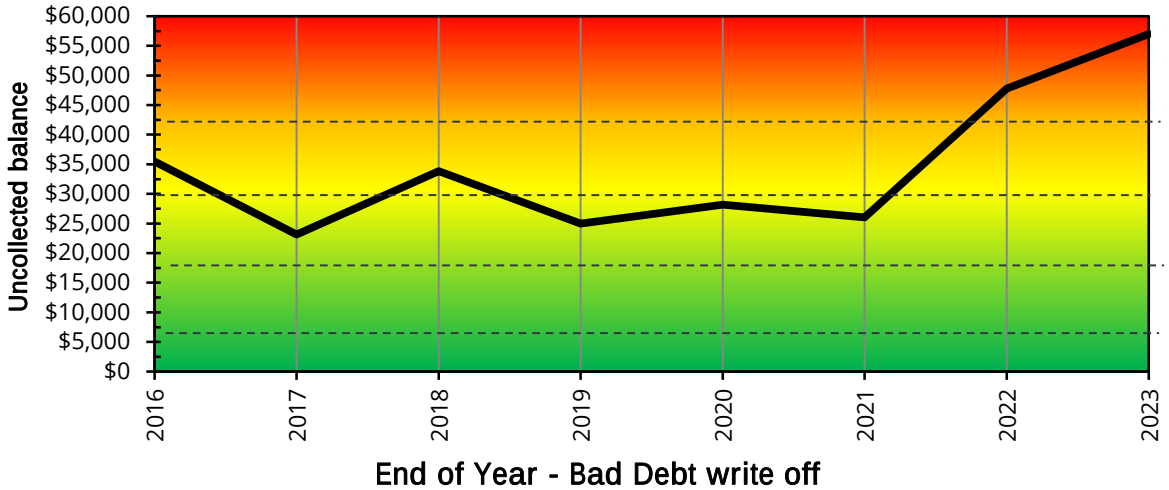


This report compares current tenant's rent billed to rent collected. The percent collected can exceed 100% when back rent is collected. Our goal is to collect at least 98% of rent billed.

Residential Property Uncollected Accounts - Inactive Tenants - Report
March 2024

Community	# of Households	Current	30 days	60 days	90 days	120 days and over	total
Ash Brook Apartments	0						$0
Bennett Block	1	$290	$0	$0	$0	$52	$342
Brookbend East	0	$0	$0	$0	$0	$0	$0
Brookbend West	2	$0	$0	$0	$0	$640	$640
Central Square Terrace	2	$0	$45	$0	$0	$2,879	$2,924
Cottage Street	1	$0	$0	$0	$0	$513	$513
Emerald Street	0	$0	$0	$0	$0	$0	$0
Evergreen Knoll LP	5	$0	$0	$35	$89	$11,214	$11,338
Forest View	5	$0	$0	$600	$171	$2,426	$3,198
Hampshire House	4	$0	$0	$374	$695	$111	$1,180
Harper Acres	6	$0	($3)	$0	$0	$2,010	$2,007
Meadow Road Apartments	0	$0	$0	$0	$0	$0	$0
North and Gilsum	2	$2,805	$1,282	$1,795	$30	$13,810	$19,722
Riverbend Apartments	0	$0	$0	$0	$0	$0	$0
Scattered Sites	0	$0	$0	$0	$0	$0	$0
Scattered Sites 2	5	$29	$306	$567	$45	$1,647	$2,594
Stone Arch Village Family	1	$0	$0	$0	$0	$213	$213
Stone Arch Village Senior	0	$0	$0	$0	$0	$0	$0
Totals	**34**	**$3,124**	**$1,630**	**$3,371**	**$1,030**	**$35,515**	**$44,670**

Inactive Households Only

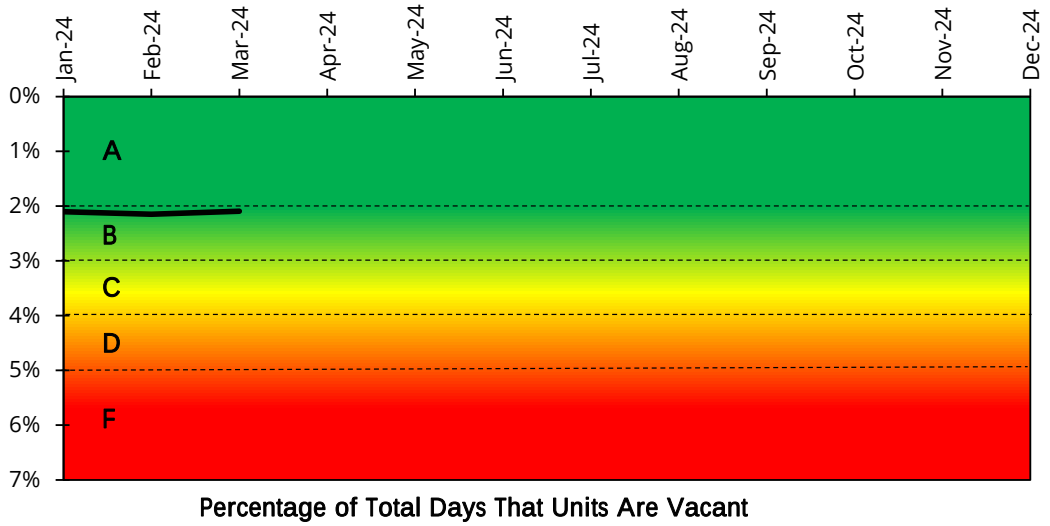


This report tracks the balance that is owed to KH and what remains upaid. Most of these tenants have moved from a KH property and are considered Inactive Tenants.

Monthly Vacancy Report

March 2024

Community	Units Available	Available Days	Vacant Days	Monthly Vacancy Percentage	Monthly Grade	YTD Vacancy Percentage	YTD Grade
Ash Brook Apartments	24	744	0	0.0%	**A**	0.8%	**A**
Bennett Block	14	434	6	1.4%	**A**	0.5%	**A**
Brookbend East	40	1240	0	0.0%	**A**	0.6%	**A**
Brookbend West	35	1085	0	0.0%	**A**	0.0%	**A**
Central Square Terrace	90	2790	44	1.6%	**A**	1.3%	**A**
Cottage Street	3	93	0	0.0%	**A**	21.6%	**F**
Evergreen Knoll LP	32	992	31	3.1%	**C**	4.7%	**D**
Forest View	38	1178	0	0.0%	**A**	1.5%	**A**
Hampshire House	18	558	93	16.7%	**F**	15.1%	**F**
Harper Acres	112	3472	86	2.5%	**B**	2.4%	**B**
Meadow Road Apartments	18	558	0	0.0%	**A**	0.0%	**A**
North and Gilsum	29	868	0	0.0%	**A**	1.6%	**A**
Riverbend Apartments	24	744	0	0.0%	**A**	0.0%	**A**
Scattered Sites	18	558	0	0.0%	**A**	0.0%	**A**
Scattered Sites 2	30	930	98	10.5%	**F**	5.4%	**F**
Stone Arch Village Family	24	744	0	0.0%	**A**	1.1%	**A**
Stone Arch Village Senior	33	1023	0	0.0%	**A**	0.0%	**A**
Report Totals:	**582**	**18,011**	**358**	**2.0%**	**A**	**2.1%**	**B**

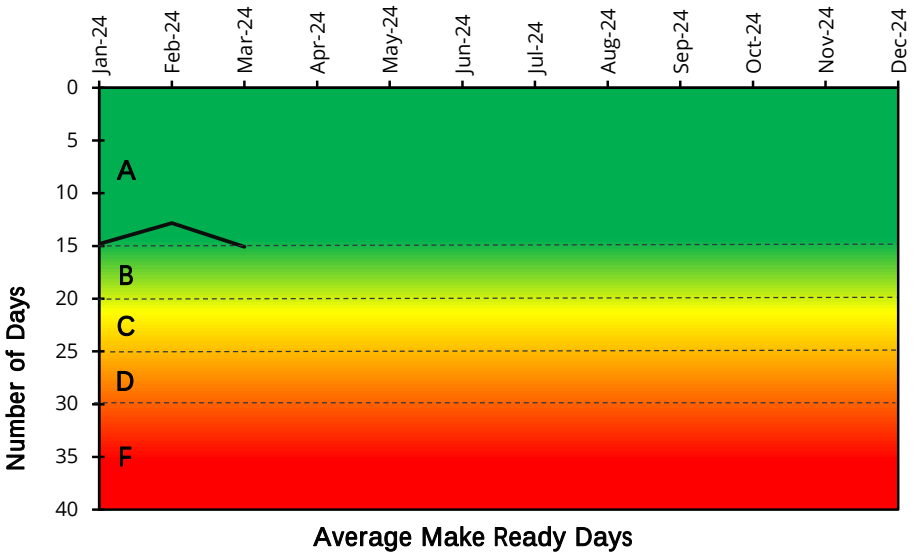


Percentage of Total Days That Units Are Vacant

This report measures vacancies across the portfolio; tracking when the unit became vacant until the resident moves in. The Report Totals are weighted to account for property sizes. Units offline for modernization are temporarily removed from the calculations. Our goal is to keep vacancies at or below 2%.

Unit Make Ready Days
March 2024

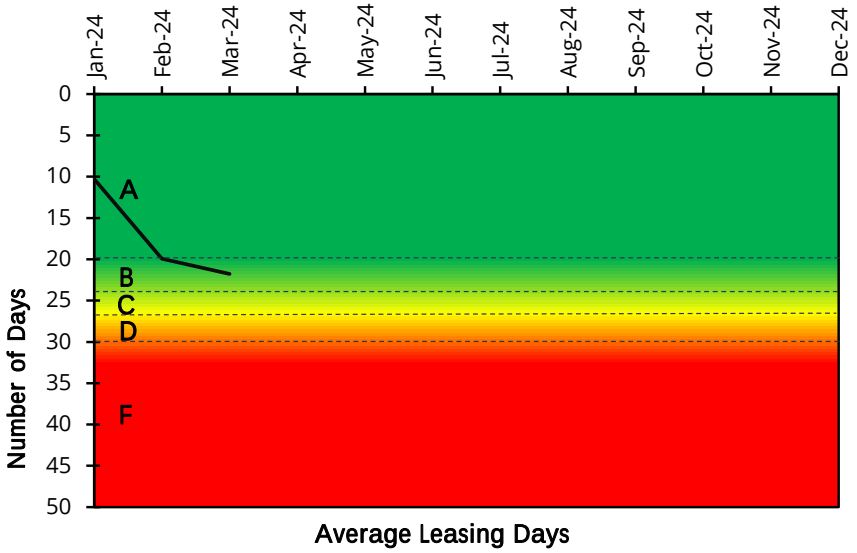
Community	Number of Units Made Ready	Avg. Make Ready Days	YTD Number of Units Made Ready	YTD Avg. Make Ready Days	YTD Grade
Ash Brook Apartments	0	-	1	17	**B**
Bennett Block	0	-	0	-	**NONE**
Brookbend East	0	-	1	10	**A**
Brookbend West	0	-	0	-	**NONE**
Central Square Terrace	1	6	1	6	**A**
Cottage Street	0	-	0	-	**NONE**
Evergreen Knoll LP	0	-	2	20	**B**
Forest View	0	-	3	16	**B**
Hampshire House	1	25	5	12	**A**
Harper Acres	2	8	5	9	**A**
Meadow Road Apartments	0	-	0	-	**NONE**
North and Gilsum	0	-	2	18	**B**
Riverbend Apartments	0	-	0	-	**NONE**
Scattered Sites	0	-	0	-	**NONE**
Scattered Sites 2	3	33	4	27	**D**
Stone Arch Village Family	0	-	1	9	**A**
Stone Arch Village Senior	0	-	0	-	**NONE**
Report Totals:	**7**	**21**	**25**	**15**	**B**



This report tracks the number of days Facilities & Assets (F&A) takes to prepare a newly vacated unit for the next tenancy; it measures the F&A start and end dates. Our goal is to make a unit ready in 15 days or less.

Leasing Days
March 2024

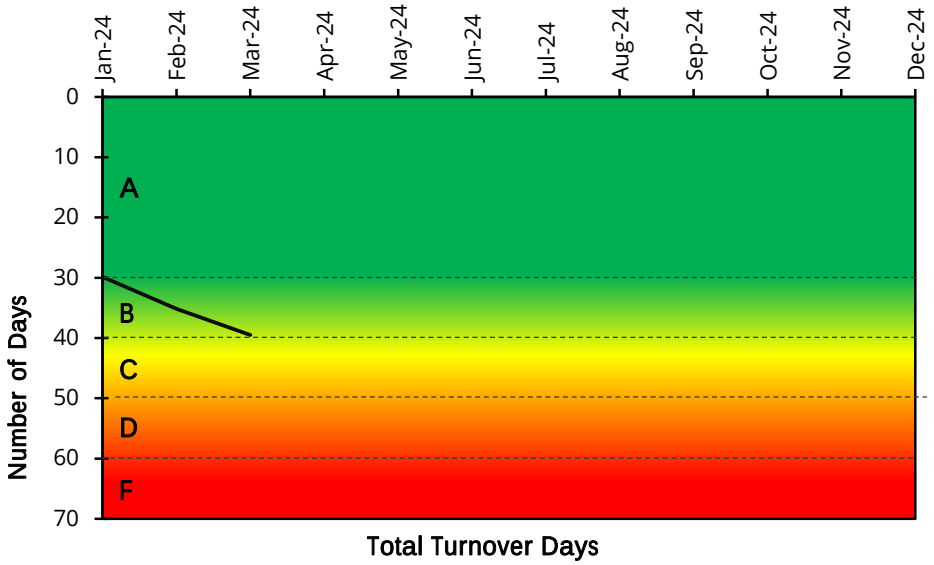
Community	Number of Units Leased	Average Leasing Days	YTD Number of Units Leased	YTD Avg Leasing Days	YTD Grade
Ash Brook Apartments	0	-	1	2	**A**
Bennett Block	0	-	0	-	**NONE**
Brookbend East	0	-	1	15	**A**
Brookbend West	0	-	0	-	**NONE**
Central Square Terrace	1	109	1	109	**F**
Cottage Street	0	-	1	81	**F**
Evergreen Knoll LP	0	-	2	62	**F**
Forest View	0	-	3	3	**A**
Hampshire House	0	-	2	24	**B**
Harper Acres	1	12	4	5	**A**
Meadow Road Apartments	0	-	0	-	**NONE**
North and Gilsum	0	-	2	4	**A**
Riverbend Apartments	0	-	0	-	**NONE**
Scattered Sites	0	-	0	-	**NONE**
Scattered Sites 2	3	6	4	12	**A**
Stone Arch Village Family	0	-	1	17	**A**
Stone Arch Village Senior	0	-	0	-	**NONE**
Report Totals:	**5**	**28**	**22**	**22**	**B**



This report tracks the number of days Housing & Services (H&S) takes to lease a vacant unit. The lease-up process begins as soon as the F&A team finishes prep of the unit and ends once the Property Manager completes resident move in. Our goal is to complete lease-ups in 20 days or less.

Unit Turnover
March 2024

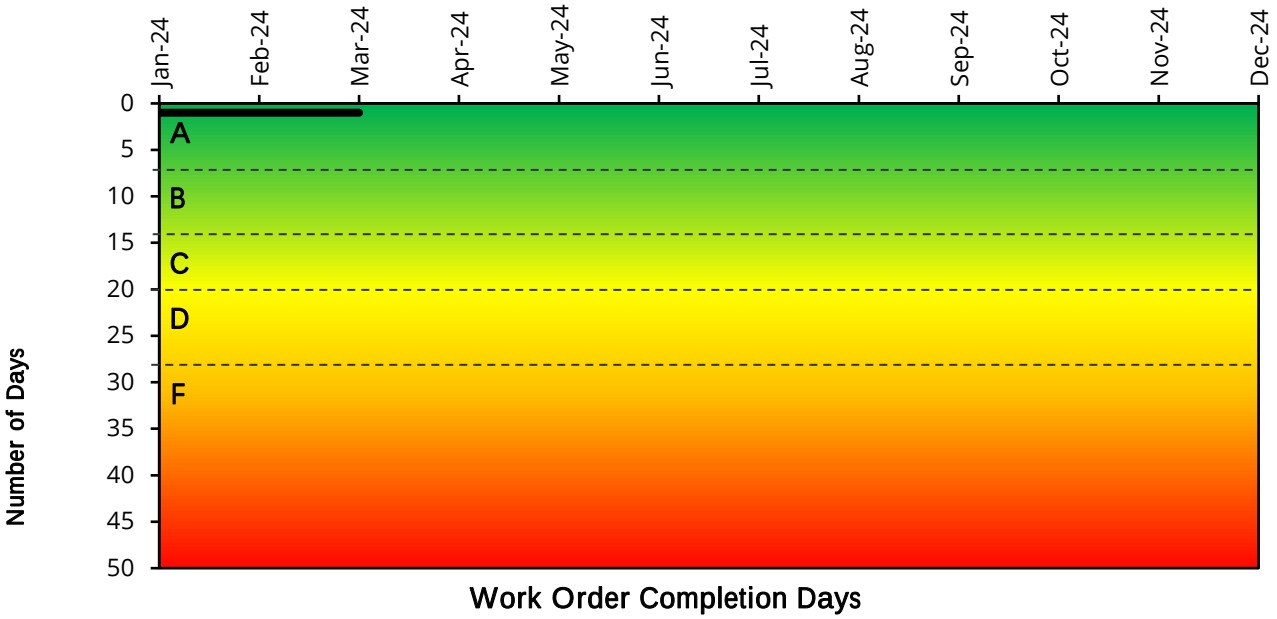
Community	Number of Units Turned in Month	Average Turnover Days	YTD Number of Units Turned	YTD Avg Turnover Days	YTD Grade
Ash Brook Apartments	0	-	1	18	**A**
Bennett Block	0	-	0	-	**NONE**
Brookbend East	0	-	1	24	**A**
Brookbend West	0	-	0	-	**NONE**
Central Square Terrace	1	130	1	130	**F**
Cottage Street	0	-	1	88	**F**
Evergreen Knoll LP	0	-	2	84	**F**
Forest View	0	-	3	18	**A**
Hampshire House	0	-	2	37	**B**
Harper Acres	1	26	4	15	**A**
Meadow Road Apartments	0	-	0	-	**NONE**
North and Gilsum	0	-	2	21	**A**
Riverbend Apartments	0	-	0	-	**NONE**
Scattered Sites	0	-	0	-	**NONE**
Scattered Sites 2	3	38	4	47	**C**
Stone Arch Village Family	0	-	1	25	**A**
Stone Arch Village Senior	0	-	0	-	**NONE**
Report Totals:	**5**	**54**	**22**	**40**	**B**



This report tracks the number of days it takes to refill a vacant unit, including F&A making the unit ready and H&S leasing it to an eligible household. The faster we turn units over, the lower the vacancy rate. Our goal is to complete turnovers in 30 days or less.

Residential Property Non-Emergency Work Order Completion Days
March 2024

Community	Number of Work Orders	Avg Days to Complete	Monthly Grade	YTD Number of Work Orders	YTD Avg Days to Complete	YTD Grade
Ash Brook Apartments	3	0	A	17	1	A
Bennett Block	16	1	A	32	1	A
Brookbend East	15	1	A	55	1	A
Brookbend West	14	0	A	40	1	A
Central Square Terrace	55	1	A	123	1	A
Cottage Street	-	-	NONE	3	2	A
Emerald Street House	1	0	A	15	1	A
Evergreen Knoll LP	11	1	A	38	1	A
Forest View	18	1	A	78	1	A
Hampshire House	7	1	A	21	1	A
Harper Acres	52	1	A	123	1	A
Keene Housing Main Office	5	1	A	13	1	A
Meadow Road	12	1	A	28	1	A
North and Gilsum	27	1	A	80	1	A
Riverbend Apartments	10	0	A	31	0	A
Scattered Sites	7	1	A	21	1	A
Scattered Sites 2	14	1	A	52	1	A
Stone Arch Village Family	18	1	A	47	1	A
Stone Arch Village Senior	28	1	A	83	1	A
Report Totals:	**313**	**1**	**A**	**900**	**1**	**A**



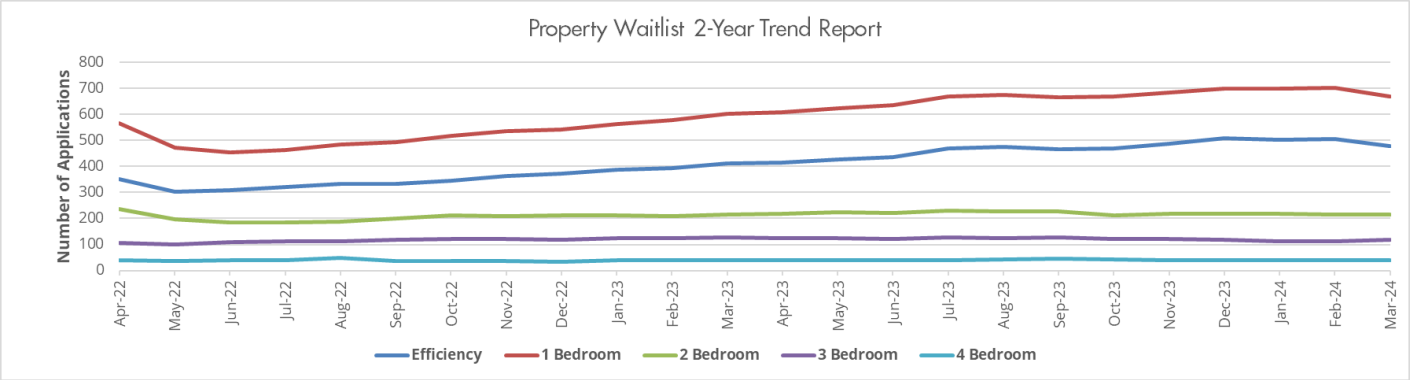
This report tracks the number of days it takes the Facilities and Assets team to complete non-emergency work orders. Our goal is to complete non-emergency work orders in 5 days or less.

Residential Property Emergency Work Order Completion Days
March 2024

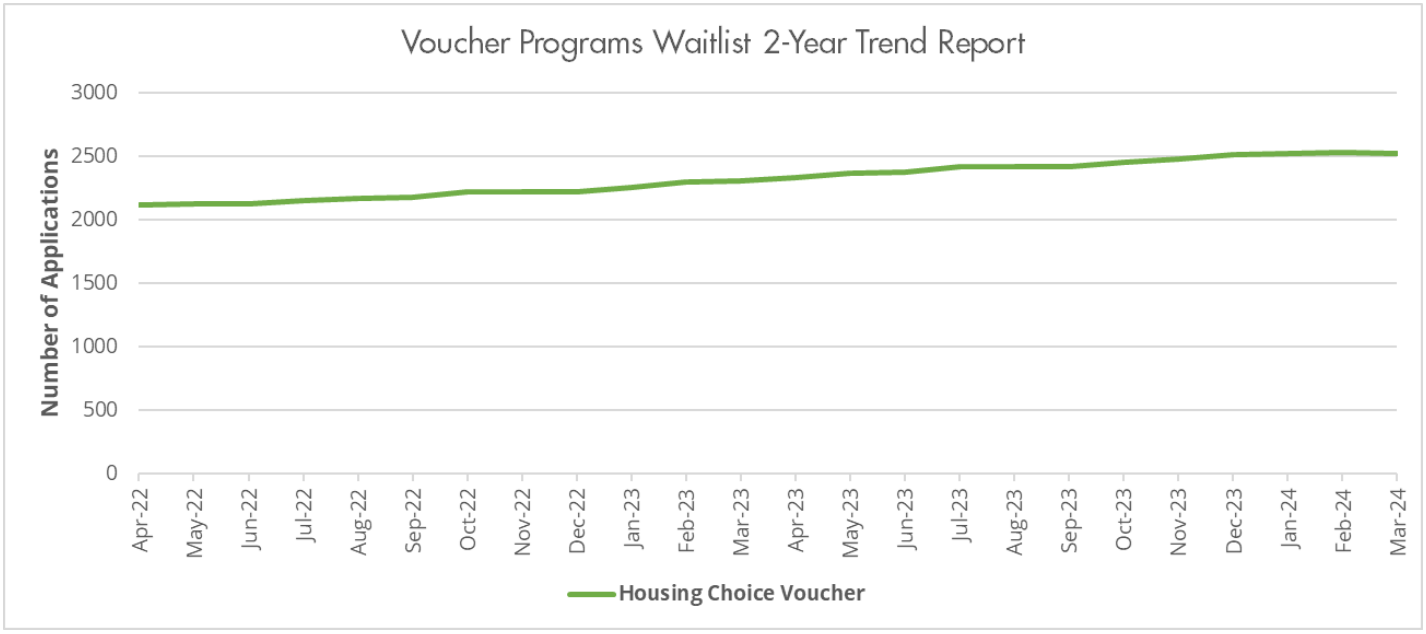
Community	Number of Work Orders	Average Days To Complete	Monthly Grade	YTD Number of Work Orders	YTD Average Days To Complete	YTD Grade
Ash Brook Apartments	-	-	NONE	1	0	P
Bennett Block	4	0	P	5	0	P
Brookbend East	-	-	NONE	-	-	NONE
Brookbend West	1	0	P	1	0	P
Central Square Terrace	6	0	P	11	0	P
Cottage Street	-	-	NONE	-	-	NONE
Emerald Street House	-	-	NONE	-	-	NONE
Evergreen Knoll LP	2	0	P	5	0	P
Forest View	2	0	P	4	0	P
Hampshire House	-	-	NONE	-	-	NONE
Harper Acres	10	0	P	16	0	P
Keene Housing Main Office	-	-	NONE	-	-	NONE
Meadow Road	2	0	P	5	0	P
North and Gilsum	5	0	P	11	0	P
Riverbend Apartments	3	0	P	8	0	P
Scattered Sites	1	0	P	4	0	P
Scattered Sites 2	-	-	NONE	8	0	P
Stone Arch Village Family	-	-	NONE	2	0	P
Stone Arch Village Senior	3	0	P	6	0	P
Report Totals:	**39**	**0**	**P**	**87**	**0**	**P**

This report tracks whether emergency work orders are completed within 24 hours. Emergency work orders are those which, if left unattended, would lead to significant KH and/or tenant property loss.

Waitlists Trend Report
March 2024



*Waitlist purge completed in June 2022



Housing and Services FY 2024 HAP & Leasing Utilization Schedule

Moving to Work (MTW)

Month	HAP Budget Authority	HAP Expense	HAP Utilization	UML	Avg. PUC	% Leased	UMA	HAP Recovery	Excess (Deficiency)
January	$546,814	$412,279	75%	590	$699	100%	592	$376	$134,535
February	$546,814	$417,975	76%	589	$710	99%	592	$875	$128,839
March	$546,814	$420,413	77%	585	$719	99%	592	$245	$126,401
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total	$1,640,442	$1,250,667	76%	1764	$709	99%	1,776	$1,496	$389,775

MTW without Transitional Housing Assistance Shelter Program (THASP)

Month	HAP Budget Authority	HAP Expense	HAP Utilization	UML	Avg. PUC	% Leased	UMA	HAP Recovery	Excess (Deficiency)
January	$564,814	$401,345	71%	520	$772	88%	592	$376	$163,469
February	$546,814	$429,697	79%	522	$823	88%	592	$875	$117,117
March	$546,814	$411,367	75%	521	$790	88%	592	$245	$135,447
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total	$1,658,442	$1,242,409	75%	1563	$795	88%	1,776	$1,496	$416,033

Affordable Housing Preservation Program (AHPP)

Month	Actual HAP Received	HAP Expense	HAP Utilization	UML	Avg. PUC	% Leased	UMA	HAP Recovery	Excess (Deficiency)
January	$26,049	$26,047	100%	26	$1,002	96%	27	$0	$2
February	$26,049	$25,488	98%	27	$944	100%	27	$0	$561
March	$25,443	$24,548	96%	27	$909	100%	27	$0	$895
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total	$77,541	$76,083	98%	80	$952	99%	81	$0	$1,458

Non-Elderly Disabled (NED)

Month	Actual HAP Received	HAP Expense	HAP Utilization	UML	Avg. PUC	% Leased	UMA	HAP Recovery	Excess (Deficiency)
January	$70,305	$66,469	95%	87	$764	87%	100	$0	$3,836
February	$70,305	$66,101	94%	87	$760	87%	100	$0	$4,204
March	$69,288	$64,710	93%	86	$752	86%	100	$185	$4,578
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total	$209,898	$197,280	94%	260	$759	87%	300	$185	$12,618

Mainstream (MS)

Month	Actual HAP Received	HAP Expense	HAP Utilization	UML	Avg. PUC	% Leased	UMA	HAP Recovery	Excess (Deficiency)
January	$56,909	$63,186	111%	81	$780	81%	100	$0	($6,277)
February	$56,909	$63,726	112%	80	$797	80%	100	$2,100	($6,817)
March	$61,944	$65,469	106%	82	$798	82%	100	$0	($3,525)
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total	$175,762	$192,381	110%	243	$792	81%	300	$2,100	($16,619)

Pathways

Month	Actual HAP Received	HAP Expense	HAP Utilization	UML	Avg. PUC	% Leased	UMA	HAP Recovery	Excess (Deficiency)
January	$1,534	$1,534	0%	3	$511	25%	12	$0	$0
February	$2,429	$2,429	0%	5	$486	42%	12	$0	$0
March	$4,253	$4,253	0%	5	$851	42%	12	$0	$0
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total	$8,216	$8,216	0%	13	$616	36%	36	$0	$0

Foster Youth to Independence

Month	Actual HAP Received	HAP Expense	HAP Utilization	UML	Avg. PUC	% Leased	UMA	HAP Recovery	Excess (Deficiency)
January	$4,109	$5,251	96%	5	$1,050	100%	5	$0	$197
February	$4,109	$5,251	96%	5	$1,050	100%	5	$0	$197
March	$4,109	$5,251	98%	5	$1,050	100%	5	$0	$105
April									
May									
June									
July									
August									
September									
October									
November									
December									
Total	$12,327	$15,753	97%	15	$1,050	100%	15	$0	$499

FY24 utilization targets are 98% in NEDs, 98% in AHPP, 95% in MTW without THASP, 103% with THASP, and MS 80%.

2023 Summary			
Program	**UMA**	**UML**	**% UML**
MTW	7104	7378	104%
NED	1200	1049	87%
AHPP	297	295	99%
Mainst	1200	937	78%

Keene Housing

FINANCE REPORT
MARCH 2024

Keene Housing	KEENE HOUSING Consolidated BALANCE SHEET - summary			
	Ending balance as of March 31, 2024	Ending balance as of December 31, 2023	$ Variance Incr/(Decr)	% Variance
ASSETS				
Total Current Assets	27,967,928	26,273,821	1,694,107	6%
Total Fixed Assets	58,937,339	58,971,756	(34,417)	0%
Total Other Assets	1,534,287	1,534,287	0	0%
Total Assets	**$88,439,554**	**$86,779,865**	**$1,659,690**	**2%**
LIABILITIES and EQUITY				
Total Current Liabilities	1,877,566	2,076,870	(199,304)	-11%
Total Long Term Liabilities	32,109,132	32,228,936	(119,804)	0%
Total Liabilities	**$33,986,698**	**$34,305,806**	**($319,108)**	**-1%**
Total Equity	**$54,452,857**	**$52,474,059**	**$1,978,798**	**4%**
Total Liabilities & Equity	**$88,439,554**	**$86,779,865**	**$1,659,690**	**2%**

KEENE HOUSING AND COMPONENT UNIT ENTITIES			
Debt Current Ratio	7.04%	5.63%	

Debt Current Ratio shows how many times an entity can cover current debt with cash and cash equivalents.

Keene Housing	KEENE HOUSING Consolidated			
	INCOME STATEMENT			
	Actual	Budget	Variance	
	YTD Activity as of March 31, 2024	YTD Activity as of March 31, 2024	$ Variance (under)/over	% Variance
Total Operating Revenue	6,098,535	5,895,848	202,687	3%
Total Operating Expenses	4,568,677	4,829,685	(261,008)	-6%
NET OPERATING INCOME	**$1,529,858**	**$1,066,163**	**463,695**	**30%**

*Excludes inter-agency transfers, partnership distributions and depreciation.

Non-Operating Expense	Actual	Budget	Variance	
Total Depreciation Expense	$715,478	$777,624	($62,147)	-9%

Keene Housing

KEENE HOUSING

INCOME STATEMENT CONSOLIDATED SUMMARY

	Actual	Budget	Variance	
	YTD Activity as of March 31, 2024	YTD Activity as of March 31, 2024	$ Variance (under)/over	% Variance
REVENUE				
Rents/HAP/Subsidy Income	4,549,444	4,611,742	(62,298)	-1%
MTW Non-HAP Income	210,378	342,030	(131,652)	-63%
Vacancy Loss	(28,438)	(17,903)	(10,535)	37%
Admin Fee Income	278,635	293,627	(14,992)	-5%
Managmeent Fees	191,705	177,366	14,339	7%
Interest Income	29,849	29,641	208	1%
Partnership/Incentive Fees	233,522	177,375	56,147	24%
Other Income	616,867	270,183	346,684	56%
Misc Tenant Income	16,573	11,788	4,786	29%
Total Revenue	$ 6,098,535	$ 5,895,848	$ 202,687	3%
EXPENSES				
Administrative	310,242	312,672	(2,429)	-1%
Operational	159,895	167,394	(7,499)	-5%
Payroll	875,945	1,021,031	(145,086)	-17%
Utilities	478,653	436,559	42,094	9%
Maintenance	403,777	444,177	(40,400)	-10%
Taxes & Insurance	333,159	358,523	(25,364)	-8%
Interest	219,029	239,053	(20,024)	-9%
Amortization of Finance Costs	-	1,391	(1,391)	0%
Tenant Programs	56,917	70,906	(13,989)	-25%
HAP	1,731,061	1,777,979	(46,918)	-3%
Total Operating Expenses	$ 4,568,677	$ 4,829,685	$ (261,008)	-6%
NET OPERATING INCOME	**$ 1,529,858**	**$ 1,066,163**	**$ 463,695**	**30%**

Keene Housing

KEENE HOUSING Consolidated

INCOME STATEMENT - variances

Actuals compared to Budget

This report provides a summary on the consolidated financial operations and variances to budget for Keene Housing and managed properties.

NET INCOME (before depreciation) is $1.5m, under budget by $479k.

OPERATING REVENUES are $6.1m a net increase of $202k as compared to the budget of $6.9m.

OPERATING EXPENSES are $4.6m a decrease of $277k as compared to the budget of $4.8m.

REVENUE	VARIANCES for Revenue categories (Less)/Higher than Budget	
Rent/HAP/Subsidy Income	(62,298)	This budget is related to tenant rents, voucher subsidy, commerical rental income and is tracking close to budget at this point.
MTW Non-HAP Income	(131,652)	This budget is the portion of MTW funds that is internally allocated to fund the budget for capital improvements, resident services and youth services. KH will request reimbursement from HUD for the eligible projects that have been completed. KH has requested $210k in 2024 at this point. The budget is $1,368k to transfer funds out.
Vacancy Loss	(10,535)	The Vacancy Loss is a reduction to revenue (if the actuals are lower than the budget than this is a increase to revenue).
Admin Fee Income	(14,992)	HUD Admin Fees are under budget. The Section 8 admin fees are under budget by $38k,(the actuals are based on the actual admin expensed each month). MS admin fee is over budget by $7k and Special Purpose Voucher admin fes is over budget by $4k.
Interest Income	208	Interest earned on operations and reserve balances.
Partnership/Incentive Fees	56,147	Over budget now, a couple more need approval.
Management Fees	14,339	Over budget slightly across all properties.
Other Income	346,684	Other Income is higher than budget, There is a budget for an insurance claim payment of $476k and was received in March 2024.
Misc Tenant Income	4,786	On budget.
Total Operating Revenue	202,687	Higher than Budget

Keene Housing

KEENE HOUSING Consolidated

INCOME STATEMENT - variances

Actuals compared to Budget

EXPENSES	VARIANCES for Expense categories (Less)/Higher than Budget	
Administrative/Operational	(9,928)	A number of expenses are on budget.
Payroll/Benefits	(145,086)	Benefit Expenses are under budget by $70. Salaries are under budget by $82k. There has been 3 vacancies and hires since 1/2024, also a director has been on leave for a month in this quarter.
Utilities	42,094	Fuel Expense and Water & Sewer are on budget. Electric is over budget by $41k (KAHP).
Maintenance	(40,400)	There are maintenance line items that are over budget by $62k . There are also a few maintenance line Items under budget by $111k.
Taxes & Insurance	(25,364)	Property Tax is under budget by $20k and Insurance are under budget by $12k.
Interest/Taxes/Amort/Investor Fee	(21,416)	
Tenant Programs	(13,989)	Tenant programs activities, internet assistance program and landlord incentive program.
HAP	(46,918)	HAP disbursements are under budget in the MTW voucher program by $32k, MS vouchers are over budget by $16k, NEDs vouchers are under budget by $46k.
Total Operating Expenses	(261,008)	Lower than Budget
Net Variance for Net Income	**$463,695**	**Higher than Budget**

*All entities have year end as of 12/31 except CST and BBE are 10/31 year ends.

*Excludes inter-agency transfers, partnership distributions and depreciation.

KEENE HOUSING

INCOME STATEMENT - SUMMARY BY ENTITY

	ACTUALS	BUDGET	Changes Compared to Approved Budget		
	Operational Surplus/ (Deficit)	Operational Surplus/ (Deficit)	Revenue (Less)/Higher than budget	Expenses (Less)/Higher than budget	Notes on variances
KEENE HOUSING AND COMPONENT UNIT ENTITIES					
Central Office (Locals)	31,224	16,924	(215) Lower Revenue	(14,515) Lower Expenses	
Monadnock Affordable (MAHC)	195,960	142,306	46,084 Higher Revenue	(7,569) Lower Expenses	
Keene Affordable (KAHP)	628,199	237,756	435,081 Higher Revenue	44,637 Higher Expenses	
Meadow Road	32,074	11,086	5,353 Higher Revenue	(15,636) Lower Expenses	
Ash Brook Apartment	35,472	14,568	3,714 Higher Revenue	(17,190) Lower Expenses	
Emerald Street	8,468	530	(52) Lower Revenue	(7,991) Lower Expenses	
Hampshire House	8,497	997	1,220 Higher Revenue	(15,533) Lower Expenses	
Cottage St Apartments	2,871	4,609	(3,952) Lower Revenue	(2,214) Lower Expenses	
Section 8 Voucher Program (MTW)	119,131	341,395	(295,679) Lower Revenue	(73,416) Lower Expenses	
Mainstream Voucher Program	(15,681)	(15,521)	9,121 Higher Revenue	9,281 Higher Expenses	
Special Purpose Vouchers (NEDs, AHPP,FYIP	(6,574)	(16,263)	(29,348) Lower Revenue	(39,036) Lower Expenses	
Riverbend (and LIHTC)	25,076	18,310	(989) Lower Revenue	(7,754) Lower Expenses	
TOTALS	$1,064,715	$756,696	$170,338 Higher Revenue	($146,934) Lower Expenses	
PARTNERSHIPS					
Low Income Tax Credits Properties (LIHTC)					
Evergreen Knoll	32,658	18,489	(3,768) Lower Revenue	(17,937) Lower Expenses	
Brookbend West	79,270	60,555	24,857 Higher Revenue	6,142 Higher Expenses	
Stone Arch Family	44,211	26,549	473 Higher Revenue	(17,188) Lower Expenses	
Stone Arch Senior	28,248	26,080	(11,223) Lower Revenue	(13,390) Lower Expenses	
LIHTC with 10/31 year ends					
Brookbend East	156,260	127,784	12,363 Higher Revenue	(16,113) Lower Expenses .	
Central Square (multifamily)	124,496	50,011	9,646 Higher Revenue	(64,840) Lower Expenses	
TOTALS	465,143	$309,467	$32,349 Higher Revenue	($123,327) Lower Expenses	
GRAND TOTALS	**1,529,858**	**1,066,163**	**202,687 Higher Revenue**	**(270,261) Lower Expenses**	

*Excludes inter-agency transfers, partnership distributions and depreciation.

Keene Housing-Active Contracts

Type of Service	Vendor	Original Contract Dates	Current Expiration Date	Renewal Options	2023 ANNUAL Contract Limits	2023 ANNUAL Contract Specific Amounts
Snow Removal	Connecticut Valley Yard Works	10/01/22-05/01/24	5/1/2024	remaining renewal options:2 (2025, 2026)	Forestview & North & Gilsum	$55,800
Snow Removal	AGM Landscaping	10/01/22-05/01/24	5/1/2024	remaining renewal options:2 (2025, 2026)	BB,HH, Elm, Pine, Wes,Damon,AB,MR, BBE & Bw	$81,400
Snow Removal	Arlen Landscaping	10/01/22-05/01/24	5/1/2024	remaining renewal options:2 (2025, 2026)	Marlborough, Marlboro St, Dover, Water, Cottage , Rox Ct, ES	$23,600
Janitorial	Jan-Pro Cleaning Systems	06/24/22- 06/23/23	6/23/2024	remaining renewal options: 3 (2025,2026,2027)		$54,000
Architect/Engineering Services	Stevens & Associates	07/01/19-06/30/22	6/30/2024	remaining renewal options: 0	as needed	
Architect/Engineering Services	Warrenstreet Architects	07/01/19-06/30/22	6/30/2024	remaining renewal options: 0	as needed	
Document Management Software	PiF Technology	08/31/22 - 08/31/23	8/31/2024	remaining renewal options: 0 (renewed annually)		$6,875
Heating/AC/AH	Gary Jackson Heating	09/16/21 - 09/15/23	9/15/2024	remaining renewal options: 3 (2024,2025,2026)	as needed	
Audit Services	Otis Atwell	10/06/21-9/30/23	9/30/2024	remaining renewal options: 3 (2024,2025,2026)		
Copier/Printer Leases	SymQuest/Konica Minolta	10/25/19-10/25/24	10/25/2024	remaining renewal options: 0		$1,815/Month
Background Checks	Data Facts	11/8/29-11/04/24	11/8/2024	remaining renewal options: 0		
Capital Needs Assessment	GDS Associates	12/18/19- 12/17/22	12/17/2024	remaining renewal options: 1 (2024)		
Operating Support from KH/MTW	Keene Housing Kids Collaborative	01/1/21 -12/31/24	12/31/2024	remaining renewal options: 0		
Admin Support from KH	Keene Housing Kids Collaborative	01/1/21 -12/31/24	12/31/2024	remaining renewal options: 0		7034.42/Month
Energy Consulting Services	Nova Consulting Group	2/20/20 - 2/20/21	2/20/2025	remaining renewal options: 0	<$50,000.00	
Trash Removal	Waste Management	05/01/22 - 04/30/25	4/30/2025	remaining renewal options: 2 (2026,2027)		
Electrical Services	Elm City Electric	05/15/22- 05/14/25	5/14/2025	remaining renewal options: 2 (2026, 2027)	as needed	
Propane Gas Heating Services	L&G Propane	07/01/22 - 06/30/25	6/30/2025	remaining renewal options: 2 (2026,2027)		Fixed Pricing 1.6675/gal
Elevator Service	Pine State Elevator	09/01/21- 08/31/23	9/11/2025	remaining renewal options: 0	monthly	
Legal - RE Law & Federal Reg	Ballard Spahr	11/01/22-11/30/25	10/31/2025	remaining renewal options: 2 (2026, 2027)	as needed	
Printing/Binding	Silver Direct	11/1/22-/31/25	10/31/2025	remaining renewal options: 2 (2026, 2027)	as needed	
Legal - RE & Landlord/Tenant Law	Bragdon, Dowd & Kossayda	11/01/22 - 10/31/25	10/31/2025	remaining renewal options: 2 (2026, 2027)	as needed	
Legal - RE Law & Federal Reg	Reno Cavanaugh	11/01/22 - 10/31/25	10/31/2025	remaining renewal options: 2 (2026, 2027)	as needed	

Legal - RE Law & Federal Reg	Sheehan Phinney Bass & Green	11/01/22 - 10/31/25	10/31/2025	remaining renewal options: 2 (2026, 2027)	as needed	
Legal - Labor & Employment Law	Sheehan Phinney Bass & Green	11/01/22 - 10/31/25	10/31/2025	remaining renewal options: 2 (2026, 2027)	as needed	
Legal - RE Law & Federal Reg	Hawkins Delafield & Wood	11/01/22 - 11/30/25	10/31/2025	remaining renewal options: 2 (2026, 2027)	as needed	
Legal - RE Law & Federal Reg	PretiFlaherty	11/01/22-11/30/25	10/31/2025	remaining renewal options: 2 (2026, 2027)	as needed	
Lawn Care	AGM Landscaping	04/01/23-11/30/23	11/30/2025	remaining renewal options: 1 (2025)	FV, NG, DC, Rox Ct, Elm, Pine, Bassett, HH, RB, EK, SAV	$105,525
Lawn Care	Arlen Landscaping	04/01/23-11/30/23	11/30/2025	remaining renewal options: 1 (2025)	West, Water, Winchester, Dover, Marlboro, School, Mckinley, ES, Cottage	$23,100
Lawn Care	Homegrown Lawn Garden & Landscaping	04/01/23-11/30/23	11/30/2025	remaining renewal options: 1 (2025)	HA, AB, MR, BBE, BBW	$63,960
Graphic Design	Silver Direct	02/01/24 - 1/31/26	1/31/2026	remaining renewal options: 3 (2027,2028, 2009)	< $15,000.00	
Interpert Support	DT Interperting	3/10/21-3/10/26	3/10/2026	remaining renewal options: 0		
Architect/Engineering Services	JA Saccoccio Workshop PLLC	09/03/21-09/03/23	9/3/2026	remaining renewal options: 0		
Development Consulting	TAG Associates	10/01/21- 9/30/23	9/30/2026	remaining renewal options: 0	<$50,000.00	
Development Consulting	Evernorth (Formerly NNEHIF)	10/01/21 - 09/30/23	9/30/2026	remaining renewal options: 0	<$50,000.00	
Environmental Services	LE-Environmental	01/01/22 - 12/31/23	12/31/2026	remaining renewal options: 0	<$50,000.00	
IT Support	True North Networks/Visory	1/1/21-12/31/26	12/31/2026	remaining renewal options: 0		
Technical Assistance	Edgemere Consulting	02/01/24 - 1/31/27	1/31/2027	remaining renewal options: 2 (2028, 2009)	<$50,000.00	
Laundry Service	CSC Service Works	2/16/22-2/16/27	2/16/2027	remaining renewal options: 0		

Heard it Through the GRAPEVINE

SPRING 2024

POINTS OF INTEREST

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Work Orders

Did you know you can submit a non-emergency work order through KH's website? If you need something fixed in your apartment or see something broken on property, please visit www.keenehousing.org, and click "Submit a Work Order" and follow the prompts.

Keene Housing

The Executive Director's Corner

Happy Spring! It's hard to believe spring is here with all this late season snow, but I have to believe warmer days are around the corner. Old Man Winter took it easy on us, but I do want to thank all the Facilities and Assets staff and contractors for doing a great job with snow removal this year. I also want to thank all our residents for moving your cars around when the plows arrived. It's a collective effort to get the parking lots cleared, and we appreciate everyone chipping-in.

With the coming of spring comes the beginning of the construction season. There's a long list of improvements coming to our properties again this year. Please keep an eye out on the community bulletin boards, our Facebook page and website for updates. One of our biggest projects this year is the renovation of our Pine Street property in Keene. Pine Street is an early 20th century home with lots of beautiful exterior woodwork. The project's goal is to modernize the exterior so that it will hold-up to our crazy New England weather for decades to come without sacrificing it's beautiful, historic character. Weather depending, work should begin in May.

A big thank you to all the Harper Acres residents who came out to celebrate the Grand Reopening of 105 Castle Street last month. The brand-new building includes offices for the Monadnock Care Collaborative, a laundry room and food prep area for residents and a wonderful new community room. The community room was dedicated to long time Keene Housing staffer Linda Mangones. Linda

Continued on Page 8

Property Management Reminders

Annual Inspections

Annual inspections will be starting up soon. Please keep in mind, these are mandatory inspections. Letters with specific dates and details will be mailed to you in advance. As our Occupancy Rules state: KH is responsible for any needed repairs. If your apartment needs repairs, you must notify KH. Please report all necessary repairs immediately and before conditions worsen. For example, do not wait until a small drip becomes a leak. Report all necessary repairs to the KH main office by calling 603-352-6161 or by email to reception@keenehousing.org. You may also submit a work order request by visiting your property's page on KH's website at www.keenehousing.org . Routine repairs will generally be addressed within 1-2 days, during normal business hours.

Air Conditioners

Air conditioning season is fast approaching. At applicable properties, anyone who has not paid in full for last year's usage must do so prior to installing an air conditioner this season. If you have any questions regarding your balance, please contact your Property Manager.

Smoking

Reminder, absolutely no smoking is allowed in any of KH's properties. Smoking outside your apartment or building must be in an approved designated area. If there is not a designated area, please smoke at least 20 feet away from all buildings. Cigarette butts must be discarded in proper containers and not left on the ground anywhere on the properties. The same rule applies to all guests as well. Please note, Brookbend East and West are smoke-free campuses.

Additional Reminders

- Outdoor planting of any type requires prior written approval of KH. If you are interested in joining KH's Community Gardening Program, please contact Lea at 283-5440 or email lkablik@keenehousing.org.
- Outdoor Holiday decorations are allowed 2 weeks prior to and 2 weeks after the holiday. Check with your Property Manager with questions.
- Political signs are not to be posted in the common areas of the buildings or on the grounds.
- Spring cleanup is underway. If you see potentially harmful items on the ground such as broken glass, sharp objects or other debris, please pick it up and dispose of it properly or contact your Property Manager.
- Bees are part of nature and where there are flowers there will be bees. If you have a nest in or around your apartment, please submit a work order and maintenance will remove it.
- Make sure to bring your trash to the dumpster right away. Trash outside the door invites unwelcome visitors to your door.

Keene Art Walk - Call for Artists

Keene Art Walk is May 31st - June 9th. Karen Graveline, Keene Housing's Community Connections Manager is looking for KH artists interested in displaying a piece of artwork during this year's event. This is a wonderful opportunity for artists local to the Monadnock region to take part in a grand tradition in the Keene area, promote public access to the arts and create a gallery of art in our downtown storefront windows. If you are interested, please contact Karen at 352-6161 or email kgraveline@keenehousing.org.

Staffing Announcements

Marissa Mazzola joined KH's Administrative team in February as an Administrative Assistant. She moved to Troy last May from her hometown in Connecticut. Before relocating to NH, Marissa worked as a Medical Assistant in a correctional facility. Marissa is currently finishing her degree at Southern NH University in Healthcare Administration. Outside of school and work, she enjoys traveling, spending time with her boyfriend and their German Shepard puppy, Beau. Marissa stated, "I am excited for a career at Keene Housing!"

Heather Howe is KH's new Assistant Property Manager. Heather has worked in many types of jobs since living in NH. Some of you may recognize her from Label Shopper in Brattleboro, Vermont. Heather managed the store for 15 years. Her true calling was developmental services. She has worked for a few different agencies around the area including Monadnock Developmental Services, Vernon Green Nursing Home, Health Care and Rehabilitation Services, and Crotched Mountain Rehabilitation Center. Heather shared, "I look forward to getting to know the staff and residents at Keene Housing. There are a lot of people to get to know and a lot of names to remember. Please be patient with me as I try to remember who's who."

Max Tardiff joined KH in March as our new Occupancy Specialist. Max's experience includes determining eligibility for social service programs, managing confidential client information, maintaining relationships with area agencies, compliance with federal and state regulations, and much more. As Occupancy Specialist, he manages KH's housing waitlists and meets with applicants to determine eligibility.

Please join us in welcoming Marissa, Heather and Max to KH!

HOUSING AND SERVICES NEWS

Resident Self-Reliance (RSR) Program News

We know that many of you struggle with student loan payments, especially since the COVID payment pause has ended. This information was taken from the Consumer Financial Protection Bureau website:

What should I do if I can't afford my student loan payment?

Contact your servicer to find out more information about affordable repayment plans which may reduce or postpone your monthly payment. You may be able to lower your monthly payment by enrolling in a payment plan based on your income or a plan that extends the amount of time you will have to repay your loan.

Federal Student Loans

For federal student loans, there are several repayment plans available to reduce your payments, including:

- Income-driven repayment
- Graduated repayment
- Extended repayment

You may also be able to postpone your payments under deferment or forbearance.

If you are having trouble making your loan payments, contact your servicer to explore all the options that might help make your payments more affordable, including income-driven repayment (IDR) plans. IDR plans may lower your monthly payment, possibly as low as $0, because your payment amount is tied to 10% – 15% of your income.

Private Student Loans

Unlike federal student loans, every lender is different. Some lenders will offer modified repayment plans that are similar to the federal programs, particularly graduated repayment. If you are worried about missing payments, the most important thing to do is to contact your servicer to see if you have any options. If you definitely will be missing a payment, call the loan servicer as soon as possible to discuss the situation.

For additional information or assistance; we are here to help! Contact Kelly Griffin at 603-283-5454 or email KGriffin@KeeneHousing.org. Contact Melody Blanchette at 603-283-5452 or email MBlanchette@KeeneHousing.org.

COMMUNITY CONNECTIONS PHOTO GALLERY

Harper Acres

Stone Arch Village Senior

Harper Acres

COMMUNITY CONNECTIONS CORNER

A Note From Karen Graveline

According to a report focused on physical activity and older adults published by the U.S. Department of Health and Human Services in 2023, only 15 percent of older adults aged 65 years and older meet the recommended aerobic and muscle-strengthening activity guidelines to increase physical activity. Common barriers contributing to low rates of physical activity include physical limitations, chronic health problems, cognitive limitations, isolation, access to equipment or safe neighborhoods, and fear of falling. The report states physical activity may allow older adults to live independently longer, be healthier, have better quality of life and need less medical care. It can also help older adults maintain and improve their health and manage or prevent the progression of chronic conditions. Older adults gain substantial health benefits from regular physical activity, and it's never too late to start.

To bring more health and well-being activities and education to our disabled and older adult residents, UNH Cooperative Extension Teacher, Christine Parshall, will continue to host workshops focused on getting active and healthy eating for residents at Bennett Block, Central Square Terrace (CST), Harper Acres, and Stone Arch Senior. Stone Arch Senior residents will begin a 4-week nutrition and cooking demonstration workshop on Wednesdays from 1:00 – 2:00pm beginning on May 8. Another exciting opportunity is Walk With Ease. Walk with Ease is a six-week program focused on safely making physical activity part of your everyday life. Watch for flyers for these and other exciting workshops. Please be sure to check the RSVP information on flyers; many of these workshops require pre-registration. If you have any questions, please contact Karen at 352-6161 or email kgraveline@keenehousing.org.

Community Connections Calendar:

Harper Acres (Mill Building)

- Walk With Ease Series: Tuesdays, June 4, 11, 18 & 25, July 2 & 9 at 10:30am

Central Square Terrace (CST)

- Walk With Ease Series: Mondays, July 15, 22, 18 & 29, August 5, 12 & 19 at 10:30am
- Living Better with Lower Vision: May 24 at 10:30am

Stone Arch Village Senior (SAVS)

- Nutrition Series: Wednesdays, May 8,15, 22 & 29 at 1:00pm

Bennett Block

- Join CST workshops listed above

Community Connections Office Hours

Need help connecting to resources or help applying for or recertifying benefits? Stop by and see Karen in the Community Connections office.

Harper Acres: Mondays 2:00 - 4:30PM (Mill Building)
Central Square Terrace (CST): Tuesdays 1:00 - 4:30PM
Stone Arch Village Senior (SAVS): Wednesdays 1:30 - 3:30PM
Bennett Block: Thursdays 2:00 - 4:00PM

Keene Housing COMMUNITY GARDENS Plant Grow YUM!

CULTIVATING COMMUNITY

FROM THE GARDEN

Days are longer and bulbs are blooming, that can only mean spring is here! Soon we will be out prepping and planting the gardens. Once we get wrapped up in the business of garden planning, planting, adding compost, and everything else that needs to be done before the summer, it can be easy to skip over the gardening basics. Here are a few tips to help your garden flourish this growing season!

Important Dates

- **April 12th** - Plant orders are due!!
- **CST Weekly Meetings** - Thursdays at 1pm
- **SAVS Weekly Meeting -** Tuesdays at 1pm

Garden meetings will be scheduled throughout the spring, so keep an eye out for meeting notices!

Watering - Watering is one of the most vital measures in taking care of your garden. In general, the first two inches of topsoil should be moist. Mist seeds and seedlings so you don't sweep them away with a lot of water at once. Once you have larger plants, make sure you water at the base of the plant and avoid getting the leaves wet.

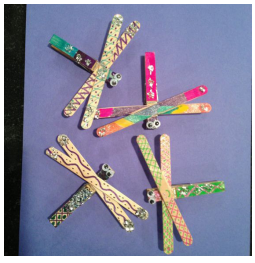
Fertilizer - Nutrients in the soil help the plants perform vital functions to survive and thrive. The compost we add to the soil in the spring is usually enough to replenish the soil, but adding fertilizer throughout the season can give your garden a boost. Make sure to follow the feeding instructions on the fertilizer's package to avoid burning or overfeeding your plants.

Weeding - Weeding can be a tedious chore in the garden, but it is an important one. Weeds growing out of control can lead to overcrowding around your plants. This can lead to them competing for resources and it can increase the chances of disease/funguses. Regular weeding and mulching your garden can help prevent things from overgrowing too much.

If you would like to garden but have never done it before, no worries! No experience is needed to join the garden club and all ages are welcome. Tools, seeds, plants, and any other support and information you may need will be provided. If you are interested in learning more about gardening at Keene Housing, contact Lea at 603-283-5440 or email lkablik@keenehousing.org.

Garden Activity Kit - Popsickle Stick Dragonflies

Make a popsicle stick dragonfly to greet the insects waking up from the winter! Contact Lea at 603-283-5440 or lkablik@keenehousing.org for a kit that includes all the supplies you will need and step by step instructions to make a popsicle dragonfly. There are a limited number of kits available, so first come first serve!



Keene Housing Kids COLLABORATIVE

SUMMER CAMPS AGES 4-17

Keene Housing

Stone Arch Family (823-831 Court St, Keene) *Forest View* (Harmony Ln, Keene)
Brookbend East (27 Ivy Dve, Keene) *Brookbend West* (82 Meadow Rd, Keene)
Meadow Rd (74 Meadow Rd, Keene) *North & Gilsum* (28-30 North St & 112-118 Gilsum Rd, Keene)
Riverbend (836 W. Swanzey Road, Swanzey) *Evergreen Knoll* (851 W. Swanzey Rd, Swanzey) *Scattered Sites, Voucher Holders & Homes 4 School* (addresses vary)

SCS PEOPLE HELPING PEOPLE Southwestern Community Services

Keene Highlands (11 - 29 Citizens Way, Keene) *CitySide* (92 Water St, Keene)
Swanzey Township (28-32 Main St, Swanzey) *Supportive Housing Program* (addresses vary)
Woodcrest Drive (Woodcrest Dve, Wedgewood Dve, & Mechanic St, Winchester)

MoCo Arts: CupCAKE Summer Camp Ages: 4 years old - 3rd grade
Dates: Jun 24-28 & Jul 29-Aug 16: Mon – Fri 9 AM to 3 PM

MoCo Arts: C.A.K.E. Summer Camp Ages: 3rd - 12th grade
Dates: July 1-26: Mon – Fri, 9 a.m. to 4 p.m.

New Hampshire Dance Institute (NHDI) 2 week Intensive Camp
Grades 2nd -9th July 29th to August 9th

Fazio's Basketball Skills Camp: Ages 9 -15
Co-Ed: Jun 24 – 27: 9am – 12pm Tues – Fri
Girls Only: Jul 8 – 11: 9am – 12pm Mon-Thurs
Boys Only: Jul 22 – Jul 25: 9am – 12pm Mon-Thurs

Keene State College Owls Boys Basketball Camp: Boys Ages 8 - 18
Session 1 Jul 8 – 12 9am – 3pm Session 2 Ju 15 – 19 9am – 3pm

Keene State College Owl Hoop School: Girls Ages 8 - 17 Jul 22-26 9am to 3:30pm

Keene State College Kids on Campus : Grades Pre K - 8th
Session1: Jun 24 – 28 ONLY NHDI GRADES 4 – 8 Session 2: Jul 8 – 12
Session 3: Jul 15 - 19 Session 4: Jul 22 – 26 Session 5: Jul 29 – Aug 2

Keene Family YMCA Day Camp: Jun 24 – Aug 18: Grades 1 – 6

Stonewall Farm Summer Camp: Jun 24 - Aug16: Ages 3.5 – 6th grade

Stonewall Farms Mountain Bike Camp: All weeks run 3 Days Tues. Wed. & Thurs 9am – 1pm
Week 3: Jul 9-11 Beg/Interm Ages 8-11 Week 4: Jul 16-18, Beg/Interm Ages 10-14
Week 5: Jul 23-25 Beg/Interm Ages 8-11 Week 6: Jul 30-Aug 1 Interm/Adv Ages 11-15

Swanzey Lake Day Camp: Jun 24 – Aug 18: Grades K – 7

SwampBats Summer Camp : Ages 5 -12
Camp is held Mon – Thurs with Fri as a rain make-up 8:30am-noon.
Week 1: June 17th – 20nd Week 2: June 24th – 27th

Keene State College Owls Soccer Camp: Jul - Jul 19 Mon - Fri
Soccer Tots - Ages 3-5 Jul 15 - Jul 19 Mon - Fri 9-10AM
Little Kickers - Ages 6 – 8 Jul 15 – 19 Mon - Fri 9AM – 11PM
Junior Owls Day Camp - Ages 9 – 11 9AM - 3PM
Owls Soccer Academy Day Camp - Ages 12 – 14 9am - 3PM

Wakadoodles: Grades 1 - 8
Week 1: June 24th - 28th Week 2: July 22th -25th

Northern Lights Athletics: Grades K - 6
Week 1: Jun 24-28 Week 2: Jul 8-12
Week 3: Jul 22-26 Week 4: Aug 5-9

Northern Lights Tumbling Camp: Geared towards older Kids
Week 1: Jun 20 -23 Week 2: Jul 18 -21 Week 3: Aug 15 - 18

KHKC covers one week of EACH camp for FREE! Must register through the Kids Collaborative email info@KHKC.org or call 603-352-0109.

603-352-0109 khkc.org/youth-activities info@khkc.org 5 Harmony Lane, Keene

THE EXECUTIVE DIRECTOR'S CORNER (CONT.)

Continued from Page 1

has been working at Keene Housing for over 35 years and has raised millions in federal grants to help build and renovate housing throughout the Monadnock region including $900,000 for 105 Castle Street.

Lastly, a big shout-out to all our community gardeners! It's been great to watch new raised beds going-up at the properties every year and I can't wait to see what you grow this year. Reach out to our Community Garden Coordinator Lea if you have any questions or want to learn more about our FREE Community Gardening program. You can reach Lea by email at lkablik@keenehousing.org or by calling her at 283-5440.

Keene Housing
831 Court Street, Keene, NH 03431
Phone (603) 352-6161 TRS 711
Website www.keenehousing.org

April 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 SAVS Bingo Meadow Road Garden Meeting Harper Craft Group	2 Evergreen Garden Meeting CST Craft Group	3 CST Bingo SAVS Craft Group	4 CST Garden Meeting Bennett Block Craft Group	5 Bennett Block Garden Meeting	6
7	8 SAVS Bingo CST Cooking Group	9 SAVS and SAVF Garden Meetings	10 CST Bingo Forest View and North & Gilsum Garden Meetings	11 CST Garden Meeting	12 Bennett Block Garden Meeting	13
14	15 SAVS Bingo Hampshire House, Harper Acres and Brookbend Garden Meetings	16 SAVS Fruit Tree Pruning and SAVF Garden Meeting	17 CST Bingo Forest View Cooking Matters Workshop	18 Board of Commissioners Meeting CST and Ash Brook Garden Meetings	19 Bennett Block Garden Meeting	20
21	22 SAVS Bingo Forest View and Meadow Road Garden Meetings	23 SAVS and Evergreen Garden Meetings	24 CST Bingo Riverbend Garden Meeting	25 CST Garden Meeting	26 Bennett Block Garden Meeting	27
28	29 SAVS Bingo	30				

Keene Housing

May 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 CST Bingo	2 CST Garden Meeting	3 Bennett Block Garden Meeting	4
5	6 SAVS Bingo	7	8 CST Bingo	9 CST Garden Meeting	10 Bennett Block Garden Meeting	11
12	13 SAVS Bingo Quarterly Staff Training	14	15 CST Bingo	16 CST Garden Meeting	17 Bennett Block Garden Meeting	18
19	20 SAVS Bingo	21	22 CST Bingo	23 Annual Board of Commissioners Meeting CST Garden Meeting	24 Bennett Block Garden Meeting	25
26	27 Office Closed Memorial Day SAVS Bingo	28	29 CST Bingo	30 CST Garden Meeting	31 Bennett Block Garden Meeting	

Keene Housing