

**SPECIAL NHA BOARD MEETING
MEETING MINUTES
Monday, October 28, 2024, 2:00 PM**

COMMISSIONERS:

Reginald C. Foster, Chair
Jim Flanagan, Vice-Chair
Ed Scheideler, Treasurer-(remote)
Penny Kirk, Commissioner-(remote)
Janice Bennett, Commissioner-(remote)

NHA STAFF:

Cheryl Gosmon, Exec. Director & Secretary

GUESTS:

Chair Foster called the meeting to order at 1:05 PM. He called the roll of Commissioners with all reporting present on Thursday, September 5, 2025, for the Needham Housing Authority (NHA) special Board meeting. He stated that the Secretary of the NHA provided adequate notice of this meeting by preparing and posting a Public Notice dated September 3, 2024, setting forth the date, time, and place of this meeting. Said notice was filed with the Clerk of the town of Needham and provided to people requesting it.

Chair Foster then introduced the guests attending the meeting: the members of the Proposal Evaluation Committee (PEC) noted above, all residents of Needham; Erica Schechter of the Peregrine Group, who served as our Chapter 30B process consultant and facilitator; and Teresa Santalucia of Klein Hornig, NHA's special counsel for redevelopment.

Chair Foster then proceeded to note that there were just two items on the agenda.

1. Selection of a Developer Partner -- Linden Street Redevelopment -- receive, review, and vote on the report and recommendations submitted by the Proposal Evaluation Committee (PEC).
2. High Rock Estates Roofing Project -- review/approve three change orders; approve certificates of completion.

Selection of a Developer Partner -- Linden Street Redevelopment

Starting with the first agenda item, Chair Foster noted that the Board has received the September 4, 2024, final draft of the PEC's report with its findings and recommendations. He asked Vice Chair Jim Flanagan to present a summary of the PEC's work, followed by comments from ED Cheryl Gosmon and Peregrine Group consultant Erica Schechter.

Jim thanked the PEC for their collective ~100 hours of work and commended the members' expertise and diligence. Following a Chapter 30B compliant procurement process, NHA issued a Request for Proposals (RFP) on June 24, 2024, to solicit a Developer Partner for the Linden Street Redevelopment Project. Respondents were offered the opportunity for a site walkaround and a presentation from BH+A. By the August 7 deadline, three great proposals were received from experienced and fully qualified respondents: 2LifeCommunities, Pennrose Inc., and AHSC-Peabody Developers LLC. The PEC met five times over

the next three weeks, including an interview session with the top two respondents. After evaluating the technical proposals, the non-technical proposals (prices, fees, terms & conditions) were opened and reviewed. References were checked. At its final meeting, the PEC unanimously agreed that the AHSC Peabody proposal was the most advantageous overall for the NHA and the Town of Needham and recommended that the NHA Board award the Linden Street Redevelopment Project engagement to AHSC Peabody Developer LLC.

Concurring with the Vice Chair's report, Executive Director Cheryl Gosmon also thanked Committee members for their work, stating that she and the entire PEC agreed that the AHSC Peabody team would do a great job with the redevelopment project. Based on her experience supporting prior procurements, Ms. Schechter noted that the NHA RFP was very comprehensive, the deep collective expertise of PEC members, and commented that the evaluation process was excellent.

The Chair then asked Teresa Santalucia for comments. Ms. Santalucia stated that NHA has done an amazing job over the past ~21 months of pre-development work and is far ahead of most LHAs. All three RFP respondents were heavy hitters and solid developers. She commended PEC for asking the right questions and conducting a thoughtful evaluation process.

The Chair then turned to the other five Proposal Evaluation Committee members for further comments and asked if there were any further items that should be added to the September 4, 2024, findings and recommendations report.

- Paul McPartland -- stated that NHA far along compared to most other LHAs; all three proposals and developers were great, giving NHA excellent choices.
- Steve Merritt – the report fairly reflects the PEC's findings and conclusions; NHA had good choices with no wrong answers.
- Rhonda Spector -- agrees with all preceding comments; three amazing proposals provide NHA with a "bounty of riches." Speaking from her 8–10 years of experience with affordable housing for seniors, she knows AHSC Peabody will be a great developer partner with great experience and will take care of the residents.
- Oscar Mertz -- as an architect, he is excited about the Project; the AHSC Peabody team has great capabilities.
- Helen Giragosian -- concurs with all previous comments; would add three further items that were commendable about the AHSC Peabody proposal: 1) excellent ROFR; 2) experience with and commitment to Passive Housing; willingness to consider a sub-management agreement to help preserve NHA personnel.

Chair Foster then asked the remaining Board members if they had any comments or questions.

- Commissioner Kirk asked for and received an explanation about how the Linden St. ground lease worked. She, too, liked AHSC Peabody's openness to an NHA sub-management agreement.
- Commissioner Scheideler -- no further comments or questions
- Commissioner Bennett -- suggested a glossary of acronyms and thanked the PEC members for their work.

The Chair offered concluding remarks: gratitude for PEC members' work, noting the recent passage of the Affordable Homes Act; appreciation to Representative Garlick, Senator Rausch, and Governor Healey; profound thanks to all three RFP respondents for their great proposals; kudos to Teresa Santalucia for her great advice and counsel over the past year; and enormous thanks to Executive Director Cheryl Gosmon for her support of this initiative.

Chair Foster then made the following motion:

Motion and Vote

The NHA Board of Commissioners 1) accepts the findings and recommendations of the Proposal Evaluation Committee, as further detailed in their September 4, 2024 report; 2) finds the AHSC Peabody Developer LLC proposal to be the most advantageous to the NHA and the Town of Needham; 3) awards the Linden Street Redevelopment Project engagement to developer partner AHSC Peabody Developer LLC; and 4) authorizes a subcommittee to negotiate the Developer Services Agreement, Land Disposition Agreement and related agreements with AHSC Peabody, led by Cheryl Gosmon and including the NHA Chair and Vice-Chair.

Commissioner Bennet seconded the motion. The Chair called the roll for a vote:

- Commissioner Foster votes aye;
- Commissioner Flanagan votes aye;
- Commissioner Scheideler votes aye;
- Commissioner Kirk votes aye; and
- Commissioner Bennett votes aye.

The motion carried. The vote was unanimous, 5-0.

Roofing Project -- High Rock Estates

Executive Director Gosmon reported that the project was completed over a 4-week time period, and the new roofs look great. She noted that although the contractor JJS Universal had the option of applying for progress payments, they did not avail themselves of the opportunity. Executive Director Gosmon is asking the Board's approval of all documents contained in the Board packet, which would authorize the final payment to JJS Universal:

- Change Orders #1, #2 and #3 -- replace shed roofs; admin change; permit reimbursement, and replacement of rotted sheeting.
- Certificate of Substantial Completion
- Certificate of Final Completion

Motion and Vote

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Kirk to approve Change Orders #1, #2, and #3, totaling \$39,360.50.

Chair Foster called the roll of Commissioners in favor of this motion:

- Commissioner Foster votes aye;
- Commissioner Flanagan votes aye;
- Commissioner Scheideler votes aye;
- Commissioner Kirk votes aye, and
- Commissioner Bennett votes aye.

The motion carried. The vote was unanimous, 5-0

Motion and Vote

Upon a motion duly made by Commissioner Kirk and seconded by Commissioner Bennett to approve the Certificate of Substantial Completion.

Chair Foster called the roll of Commissioners in favor of this motion:

- Commissioner Foster votes aye;
- Commissioner Flanagan votes aye;
- Commissioner Scheideler votes aye;
- Commissioner Kirk votes aye; and
- Commissioner Bennett votes aye.

The motion carried. The vote was unanimous, 5-0.

Motion and Vote

Upon a motion duly made by Commissioner Flanagan and seconded by Commissioner Bennett to approve the Certificate of Final Completion for a total payment of \$218,885.50.

Chair Foster called the roll of Commissioners in favor of this motion:

- Commissioner Foster votes aye;
- Commissioner Flanagan votes aye;
- Commissioner Scheideler votes aye;
- Commissioner Kirk votes aye; and
- Commissioner Bennett votes aye.

The motion carried. The vote was unanimous, 5-0.

Adjournment

Motion and Vote

Upon a motion duly made by Commissioner Flanagan and seconded by Commissioner Bennett to adjourn the meeting.

Chair Foster called the roll of Commissioners in favor of this motion:

- Commissioner Foster votes aye;
- Commissioner Flanagan votes aye;
- Commissioner Scheideler votes aye;
- Commissioner Kirk votes aye; and
- Commissioner Bennett votes aye.

The motion carried. The vote was unanimous, 5-0.

Respectfully submitted by:
Reg Foster