

**NEEDHAM HOUSING AUTHORITY
HIGH ROCK HOMES, LLC**

**BOARD MEETINGS
MINUTES**

Thursday, July 18, 2024, 5:00 PM

COMMISSIONERS PRESENT:

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

NHA STAFF PRESENT:

Cheryl Gosmon, Executive Director
Margarita Morales Asst. Exec. Director
(remote)

Chair Foster called the meeting to order at 5:00 PM. He called the roll of Commissioners with all reporting present on Thursday, July 18, 2024, for the Needham Housing Authority (NHA) Regular Board meeting. He stated that adequate notice of this meeting had been provided by the Secretary of the NHA by preparing a Public Notice dated July 12, 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.

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ANNOUNCEMENTS FROM THE CHAIR

(Including matters that could not be reasonably anticipated in advance of the meeting):

RESIDENT/ COMMUNITY INPUT

Cook's Bridge Tenants Association
Residents/Community Comments

DISCUSSION/APPROVAL ITEMS – NHA & HIGH ROCK HOMES LLC

A. Review & Approve:

1. NHA Bill Schedule/Check Warrant \$785,239.13

Motion and Vote

2. Upon a motion duly made by Commissioner Foster and seconded by Commissioner Bennett, to approve NHA Bill Schedule/Check Warrant \$785,239.13

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.

3. HRH LLC Bill Schedule/Check Warrant \$63,012.00

Motion and Vote

4. Upon a motion duly made by Commissioner Foster and seconded by Commissioner Flanagan to approve to pay BH&A the amount of \$109,163.00.

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

5. Upon a motion duly made by Commissioner Foster and seconded by Commissioner Bennett to approve HRH LLC Bill Schedule/Check Warrant \$63,012.00

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.

B. Review & Approve – Board Meeting Minutes

1. NHA Regular Board Meeting Minutes – 6-20-24

Motion and Vote

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Kirk, the NHA Board of Commissioners to approve NHA Regular Board Meeting Minutes for 6-20-24.

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.

C. Information and Discussion: Executive Director's Report

1. Monthly Financial Report
2. Monthly Management Report
3. Draft 2025 Annual State Plan
4. SBW and CRCD Paving Project – Update

Motion and Vote

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Bennett, to approve change order for SBW and CRCD Paving Project cost in the amount of \$32,457.00.

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.

5. HRE Roofing Project – Update
6. Matthews House – Fire Alarm Upgrade Project – Update
7. Annual Inspections Linden & Chambers – Update
8. Any other issues/updates of NHA
A waiver will be submitted to EOHLIC for the Tenant Commissioner

D. Status Updates and Approvals – Preservation & Redevelopment Initiatives (PRI) (R. Foster)

1. Developer Partner RFP
 - Update – Procurement Process
 - Approval: Proposal Evaluation Committee

Motion and Vote

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Bennett, to approve the slate of seven people in the Linden Street Redevelopment project RFP Proposal Evaluation Committee.

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.

2. Update: Linden Street Redevelopment Project
 - Preparing for Planning Board Site Plan Review
 - Funding Application
3. Update Seabeds/Cook Preservation & Modernization Project
 - 50% Schematic Design Cost Review
 - Funding Applications

4. Section 22 Repositioning Application
 - Update
5. CHA Monthly Report – Questions?

E. Status Updates – Internal Initiatives

1. Unit 42 – CRCD – Update
2. Cook’s Afterschool Program – Update

F. New Business

G. Adjournment of the Regular NHA & HRH LLC Meetings

Motion and Vote

Upon a motion duly made by Commissioner Flanagan and seconded by Commissioner Bennett, to Adjourn 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:
Margarita Morales