

**NEEDHAM HOUSING AUTHORITY**

**BOARD OF COMMISSIONERS**

**PUBLIC HEARING**

**2021 NHA ANNUAL PLAN**

**Thursday November 19, 2020 6:00 PM**

**ROLL CALL BY VICE-CHAIR FOSTER TO CONVENE THE REGULAR MEETING**

**ROLL CALL TO CONVENE THE MEETINGS**

**COMMISSIONERS:**

Chair Reginald C. Foster

Vice-Chair Karen Hughey

Treasurer Eleanor Evans

Commissioner Penny Kirk

Commissioner Ed Scheideler

**NHA STAFF:**

Angie Medeiros, Executive Director

Chair Foster declared that a quorum was present, and that adequate notice of this meeting has been provided by the Secretary of the Needham Housing Authority (NHA) by preparing a Public Notice dated November 17, 2020 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 persons.

**AGENDA – REGULAR NHA BOARD & HRH LLC MEETINGS**

**CHAIR'S ANNOUNCEMENTS:**

Scheduled for minor surgery but will be in recovery for a couple of weeks. Vice- Chair Ms. Hughey will take control of the meetings as of December 1, 2020.

**RESIDENT/TENANT INPUT:**

Sue Biasizzo speaks for many of the residents and people around town because they feel as though their complaints are not taken care of. She wants to figure out how to help people get over this.

Janet Bennett met with Ms. Medeiros for the first time, she saw a different side of her. She was more forthcoming about herself and her agenda. She believes the newsletters do not cut it, she believes Ms. Medeiros is not getting her message across to the residents.

## **DISCUSSION/APPROVAL ITEMS:**

### **1. Discussion & Approval:**

COVID-19 update from Ms. Medeiros, there are no new reported cases at the Needham Housing Authority. Mrs. Tambaueu and the Department of Health offered flu shots to the residents, which was a good turn out as many did not feel comfortable to go to Walgreen's etc. to get their flu shots.

### **2. Policy Update Process:**

Ms. Medeiros and the Attorney looked over the plan that Mrs. Evans and Mr. Scheideler sent regarding a new way for residents to communicate concerns, they are discussing the comments now.

- **Substantial Deviation or Significant Amendment or Modification to the 5 Year Plan Policy**

Ms. Medeiros explained that the policy needs to be approved per HUD for any changes such as annuals or the ACOP. For these to go through, the Board needs to approve.

To approve Policy: Substantial Deviation or Significant Amendment or Modification to the 5 Year Plan

Upon a motion duly made by Chair Foster and seconded by Vice-Chair Hughey, it was *approved* by vote of 5-0 in favor.

- **Discussion & Approval: Space Heating Policy**

DCHD required housing authorities to send a notice out that no space heaters are allowed at any housing authorities, due to fire hazard.

Mr. Dey questioned "If it was State or Federal"? Ms. Medeiros replied "Both".

### **RESOLUTION #2020-127**

To approve Space Heating Policy

Upon a motion duly made by Chair Foster and seconded by Vice-Chair Hughey, it was *approved* by vote of 5-0 in favor.

- Discussion & Approval: Admissions & Continued Occupancy Policy Update

Ms. Medeiros explained that it must be posted for 45 days to the public, send a copy to President of Tenant Association, then set up a Zoom meeting and get it approved by the Board during a public hearing. Send final approval over to HUD. Discussion of having a separate meeting or adding to January Board meeting, deciding to have separate meeting in January.

### **Discussion & Approval: Minutes of NHA Board Meetings:**

- 10/15/2020 Regular Meeting and High Rock Homes LLC Meeting
- 10/29/2020 Public Hearing on NHA 2021 Annual Plan

## **RESOLUTION #2020-130**

To approve Minutes of the following NHA Board Meetings:

- 10/15/2020 Regular Meeting
- 10/15/2020 High Rock Homes LLC Minutes.
- 10/29/2020 Public Hearing on NHA 2021 Annual Plan

Upon a motion duly made by Chair Foster and seconded by Commissioner Kirk, it was *approved* by vote of 5-0 in favor.

### **4. Information & Discussion:**

- Status Update: Allowing staff to buy back 80 hours vacation time due to the COVID pandemic

Allowed staff to buy back their vacation time which means instead of them taking vacation time they are being paid before they lose the time.

- Discussion: ED Performance Evaluation & Contract Renewal

Units are calculated with both state and federal, but the salary does not include federal. Vice-Chair Hughey will get back to him. Special meeting next Tuesday November 24<sup>th</sup>, 2020 to discuss salary.

### **5. Information & Discussion: Executive Director's Report, Financial Report, Vacancy Report**

Mr. Scheideler brings up complaints regarding an older woman walking around naked and smoking, then there was a woman partying and playing loud music etc. There are informal and legal discussion that should not be discussed publicly. The court is not doing evictions until December 31<sup>st</sup>, 2020. There are being 15-day notices being sent out through HUD depression.

### **6. Approval: NHA Bill/Check Warrant**

## **RESOLUTION #2020-131**

To approve payment of the bill roll/check roll listed on the Warrant dated October 1, 2020 in the amount of \$62,844.00 as follows:

Upon a motion duly made by Chair Foster and seconded by Vice-Chair Hughey, it was approved by vote of 5min favor.

### **7. Approval: HRH LLC Bill/Check Warrant**

## **RESOLUTION #2020-132**

To approve payment of the bill roll/check roll listed on the Warrant dated November 17, 2020 in the amount of \$330,381.68 as follows:

Section 8: 117 vouchers \$149,325.89

Payroll checks (10/14/2020) #501755-501774 \$ 24,202.33

Payroll checks 10/28//2020) #501775-501788 \$ 20,684.35

Payroll checks 11/10//2020) #501789-501804 \$ 28,730.24

1<sup>st</sup> Batch A/P Checks (11/5/2020) #33037-#32069 \$44,347.08

2<sup>nd</sup> Batch A/P Checks (11/17/2020) #33070-#33109 \$63,091.79

Upon a motion duly made by Chair Foster and seconded by Vice-Chair Hughey, it was approved by vote of 5 in favor.

**RESOLUTION #HRH2020-28**

To approve payment of the bill roll/check roll listed on the Warrant dated November 17, 2020 in the amount of \$36,722.74 as follows:

A/P Checks (11/17/2020) #3073-#3081 \$36,722.74

Upon a motion duly made by Chair Foster and seconded by Vice- Chair Hughey, it was *approved* by vote of 5-0 in favor.

**RESOLUTION #2020-133**

To enter executive session to discuss strategy with respect to litigation, the nature of which cannot be publicly disclosed because it would compromise the purpose of the executive session. Following the executive session, the Board will adjourn for the evening.

Upon a motion duly made by Vice-Chair Hughey and seconded by Commissioner Hughey, it was *approved* by vote of 5-0 in favor.

**UPCOMING NEEDHAM HOUSING AUTHORITY BOARD MEETING DATES**

Thursday Dec. 17, 2020 6:00pm Regular Meetings Zoom Virtual Meeting

Thursday Jan. 21, 2021 6:00pm Regular Meetings Zoom Virtual Meetings