

**NEEDHAM HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING
HIGH ROCK HOMES LLC MEETING**

Thursday, January 20, 2022, 7:30 PM

www.zoom.us

Zoom Meeting ID: 869 3402 7193

***NOTE:** Under the June 2020 amendments to the Massachusetts Open Meeting Law G.L. c. 30A, s.20, the NHA Board of Commissioners as a “public body” may conduct this meeting on an in-person basis, a virtual basis, or on hybrid bases (i. e., both in-person and virtual.) A meeting can be conducted on a virtual basis, “...provided that the public body shall ensure public access to the deliberations of the public body for an interested member of the public through adequate, alternative means of public access.” It has been determined that streaming this meeting via Zoom meets the public access requirement, and accordingly, the NHA Board of Commissioners will hold this meeting as a virtual meeting.*

**AN IN-PERSON MEETING WILL NOT TAKE PLACE AT A LOCATION
NORMALLY USED FOR NHA BOARD MEETINGS.**

To listen, view, and participate on a virtual basis using your phone, computer, laptop, or tablet, a few minutes before the above date/time:

- *[Browser access]* Use your browser to connect to www.zoom.us. On the Zoom home screen, click the “Join a Meeting” button (top right of the screen). Enter the Meeting ID number.

OR

- *[Install Zoom on laptop/desktop]* Click this link (or copy the link into your browser):
<https://us02web.zoom.us/j/86934027193>

OR

- *[Smartphone or tablet]* Download and install the “Zoom Cloud Meeting” app from the Apple or Android app store, or from <http://www.zoom.us/>. Open the Zoom app, click the “Join” button and enter the Meeting ID number (see above).

OR

- *[Audio dial-in only]* Dial +1 669-900-9128 Enter the Zoom Meeting ID number (see above), followed by the # sign.

ROLL CALL TO CONVENE THE MEETINGS

COMMISSIONERS:

Chair Reginald C. Foster
Vice Chair Eleanor Evans
Treasurer Ed Scheideler
Commissioner Penny Kirk
Commissioner Janice Bennett

NHA STAFF:

Angie Medeiros, Executive Director & Secretary

GUESTS: Timothy Marciante, Marcum Accountants
Paula Dickerman, Equal Justice Needham (EJN)

Adequate notice of this meeting has been provided by the Secretary of the Needham Housing Authority (NHA) by preparing a Public Notice dated January 14, 2022, 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 requesting it.

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AGENDA
REGULAR NHA & HRH LLC BOARD MEETINGS

CHAIR'S ANNOUNCEMENTS (*matters that could not be reasonably anticipated in advance of the meeting*):

RESIDENT/TENANT INPUT:

AGENDA

- A. Presentation & Review: 2020 NHA and High Rock Homes Audit Reports
- B. Annual Resident Survey (including survey info submitted by EJN)
- C. Status Update:
 - 1. COVID Pandemic – Omicron Spike (Medeiros)
 - 2. Freeze on Transfers unless an Emergency Case (Medeiros)
 - 3. Housing Plan Working Group (Scheideler)
 - 4. Community Planning Committee (Foster)
 - 5. Modernization & Redevelopment Initiative Update (Foster)
- D. Approval: Change order on the Chamber replacement door project
- E. Approval: NHA Bill/Check Warrant
- F. Approval: HRH LLC Bill/Check Warrant
- G. Information & Discussion: Executive Director's Report, Financial Report, Vacancy Report, Work order Report.
- H. Presentation & Discussion: Executive Director 2021 Annual Performance Review & 2021 Goal Evaluation
- I. Review & Approval:
 - 1. 11/3/2021 & 11/8/2021 NHA Special Board Meetings – Federal Property Repositioning

2. 11/18/2021 Minutes of the NHA & HRH LLC Regular Board Meeting
 3. 12/9/2021 Minutes of NHA Special Board Meeting – 2022 NHA Budget
 4. 12/16/2022 Minutes of NHA & HRH LLC Regular Board Meeting
- J. Status Update:
1. After-School Program Reboot
 2. NHA Office Relocation
- K. Discussion & Approval: Board Procedure Improvements
1. Rules of Procedure – 2021-1-14 Draft
 2. Adoption of Roberts Rules of Order
- L. Commissioner Scheideler’s and Commissioner Kirk’s proposed motions:
1. “To start a monthly Grievance Process Status Report” (Kirk 11/2/2021)
 2. “To start a monthly Public Safety Officer Status Report” (Kirk 11/2/2021)
 3. “To reinstate the Resident Services Director’s monthly report” (Kirk 11/2/2021)
 4. “To place Unit 42, Captain Robert Cook Drive, back online for rental purposes, with the following requirements:
 - a. The Needham Housing Authority administration staff will seek a new location vacating 28 Captain Robert Cook Drive, with the new location to be approved by the NHA Board of Commissioners
 - b. The Captain Cook Community Room will be moved from the current location, at #42, into the space currently occupied by the NHA administration staff, at 28 Captain Robert Cook Drive
 - c. The Captain Cook Community Room will continue to host the Cook's Bridge After School Program within the new location at 28 Captain Robert Cook Drive
 - d. All necessary improvements will be completed and is determined ready for occupancy before the Community Room is approved by the NHA Board of Commissioners
 - e. Unit #42 will not be placed online, for rental, until the Captain Cook Community Room, with the Cook's Bridge After School Program, is moved into the new location at 28 Captain Robert Cook Drive.” (Scheideler 12/1/2021)
 5. “To have two 1 ½ hour [regular NHA Board] meetings per month because we have not finished the agenda for the last several meetings.” (Scheideler 12/4/2021)
 6. “To rescind the 12/9/2021 NHA Board vote approving the 2022 NHA Budget” (Scheideler 2019-12-19)
 7. “To rescind the 12/9/2021 NHA Board vote regarding the 2022 NHA Budget authorizing \$70,000 [to fund an offsite office for NHA staff].” (Kirk 2021-12-21)
 8. “To rescind the motion to adopt the NHA 2022 budget, which included funding of \$70,000 for the purpose of leasing an off-campus office space.” (Scheideler 2021-12-23)
 9. “To request that the Chair prepare a list of day-to-day examples, for clarification and cooperation, of activities that the Commissioners are not supposed to get involved in.” (Scheideler 2021-12-27)

10. “Since the Driscoll’s [NHA general counsel Jonathan Driscoll & LHA board best practices expert Jeffrey Driscoll] were introduced as guests, not as paid legal consultants for the December NHA Board meeting, I move that NHA does not pay any legal fee for the conversation that we had.” (Scheideler 2021-12-27)
11. “Because of the upsurge of the Omicron virus, move to postpone the opening of the after-school program until a date agreed upon by the full board.” (Kirk 2022-1-4)
12. To require copies of the responses including the personal remarks from the 52 residents who participated in the NHA survey to be distributed to all the commissioners. (Kirk 2021-1-11)

M. Adjournment

UPCOMING NEEDHAM HOUSING AUTHORITY BOARD MEETING DATES:

Thursday, February 17, 2022,	7:30 pm	Regular Meetings	Zoom Virtual Meeting
Thursday, March 17, 2022,	7:30 pm	Regular Meetings	Zoom Virtual Meeting
Thursday, April 21, 2022,	7:30 pm	Regular Meetings	Zoom Virtual Meeting