

**NEEDHAM HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
HIGH ROCK HOMES LLC MEETING
Thursday December 17, 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

Vice Chair Ms. Hughey 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 December 15, 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:

After the conclusion of regular business, the Board will enter executive session and then reconvene.

RESIDENT/TENANT INPUT:

Janice Bennet provides a thank you to the maintenance workers doing the snowstorm. And she wishes Happy Holidays to everyone.

Kalpana Shah summarized that when she checked the website, it is difficult to read and it is confusing to many residents.

DISCUSSION/APPROVAL ITEMS:

DISCUSSION/APPROVAL ITEMS:

1. Discussion & Approval:

- Approval: 2021-Updated utility allowances and payment standards
Ms. Medeiros explained it is done every year, section 8 apartments need to be charged at market rent amount determining voucher amounts.

RESOLUTION #2020-136

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

- Needham 5001 amendment 7 - FY2023/2024 Formula Funding/Health and Safety/Linden St CCTV system
Ms. Medeiros is confirming the additional \$100,000 extra, DCHD gave emergency funds because it went over the original \$100,000.

RESOLUTION #2020-137

Upon a motion duly made to approve the Needham 5001 amend 7 by Vice-Chair Hughey and seconded by Chair Foster, it was *approved* by vote of 5 -0 in favor.

- Discussion: Surveillance Camera Project
\$100,000 was granted to the Town due to a matter that occurred back in 2016 to confirm safety concerns. It was put into the last 5-year plan, outside of buildings and hallways. Formally used only state Cori checks, so during the time of the incident, there was not an out of state evidence of said crimes. Residents were feeling extremely insecure after the unpleasant incident.

2. Policy Update Process

- Discussion & Approval: Policy on Resident Input at NHA Board Meetings

No current update.

3. Discussion & Approval: Minutes of NHA Board Meetings:

- 11/19/2020 Regular Meeting and High Rock Homes LLC Meeting

RESOLUTION #2020-138

Upon a motion duly made to approve minutes Regular and the HRH minutes as amended of the following NHA Board Meetings by Vice Chair Hughey and seconded by Mrs. Evans, it was approved by vote of 5-0 in favor.

- 11/17/2020 Regular Meeting Minutes
- 11/17/2020 HRH LLC Meeting Minutes

4. Information & Discussion:

- Discussion: ED Performance Evaluation & Contract Renewal
Ms. Medeiros applied for additional 40 section 8 vouchers on top of the 120, making 160 Section 8 vouchers.

5. Information & Discussion: Executive Director’s Report, Financial Report, Vacancy Report
Described the wait list procedure. Discussion of offline and open units. Mrs. Kirk asked, “Why are there 2 buildings offline”? Potential after school program being moved, Mrs. Kirk did a survey sometime ago and there was a lot of interest in that area.

6. Approval: NHA Bill/Check Warrant

RESOLUTION #2020-139

To approve payment of the bill roll/check roll listed on the Warrant dated December 3, 2020 in the amount of \$130,806.57 as follows:

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

RESOLUTION #2020-140

To approve payment of the bill roll/check roll listed on the Warrant dated December 2020 in the amount of \$448,093.11 as follows:

Section 8: 116 vouchers.....	\$ 150,137.89
Payroll checks (11/25/2020) #501807-501820.....	\$ 22,265.38
Payroll checks 12/9/2020) #501821-501837.....	\$ 24,828.85
1 st Batch A/P Checks (12/3/2020) #33110 #3213.....	\$130,806.57
2 nd Batch A/P Checks (12/15/2020) #33137-#33180.....	\$120,054.42

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

7. Approval: HRH LLC Bill/Check Warrant

RESOLUTION #HRH2020-29

To approve payment of the bill roll/check roll listed on the Warrant dated November 17, 2020 in the amount of \$45,525.71 as follows:

A/P Checks #3083-#3095.....\$45,525.71

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

8. Executed Session

RESOLUTION #2020-141: To enter executive session for one (1) purpose:

- To conduct strategy session for negotiations with nonunion personnel, specifically the Executive Director (G.L. c. 30A, §21(A), exemption #2);
 1. Adjourn into Executive Session to negotiate the Executive Director’s 2021 employment contract
Resume in Open Session to vote on/approve Executive Director 2021 employment contract

A motion was made by Chair Foster and seconded by Vice-Chair Hughey. By roll call vote, it was *approved* by a vote of 5-0 in favor:

- Mr Fostter – Aye
- Ms. Hughey – Aye
- Ms. Kirk – Aye
- Ms. Evans – Aye
- Mr. Sheideler - Aye

[EXECUTIVE SESSION TAKES PLACE]

9. The Board reconvenes from Executive Session. Chair Foster announces that the ED employment contract negotiations were not yet complete, pending the need to research several questions with DHCD, and would be continued at a future date.

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