

**NEEDHAM HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
HIGH ROCK HOMES LLC MEETING  
Thursday March 18, 2021 6:00PM**

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

**ROLL CALL TO CONVENE THE MEETINGS**

**COMMISSIONERS:**

Chair Reginald C. Foster

Treasurer Eleanor Evans

Commissioner Penny Kirk

Commissioner Ed Scheideler

**NHA STAFF:**

Angie Medeiros, Executive Director

Deb Tambaueu, Resident Services

Security Ms. Medeiros 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 March 16, 2021 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:**

Ms. Medeiros had been feeling poorly and will try to get the board packets out before the weekend. Chair Foster suggested getting out a revised table of context.

Chair Foster took a training course from Mass NAHRO, he would recommend to have all the courses done by the end of the year to become certified. Topic tabled until next month.

**DISCUSSION/APPROVAL ITEMS:**

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1. Status Update: Covid-19

Mrs. Tambaueu confirmed the covid vaccination clinic set up for residents of age 65 and up, about a total of 80 residents showed up. Mrs. Tambaueu was able to go with the Health Director of DPH

into Resident's homes. Appointments and times are set up for April 3<sup>rd</sup>, 2021. It went well and was successful. Ms. Medeiros was able to get Wi-Fi over at Seabed Way.

2. Status Update: New legal requirement for Tenant-Commissioner Board Member

Chair Foster summarized that in January they passed 2014 laws for Tenant-Commissioner Board Member. Now in 2021, all towns must convert a tenant-commissioner, nominated by the Board of Selectman submitted by tenant association. The process does not start until the present voting is completed, after May 15<sup>th</sup>.

The First seat to expire after May 15<sup>th</sup>, then becomes the town appointed tenant-commissioner. However, if someone were to quit, or if there is an existing tenant-commissioner; the Town of Needham will apply for a waiver 1; since we have a tenant-commissioner already had applied.

3. Status Update: CPA Public Hearing on proposal to increase annual community housing appropriations from 11% to 22%

4. Status Update: Proposed 4/15/21 LWV Forum on Needham Affordable Housing

- Need to reschedule April NHA Board Meeting

Discussing these together is due to the CPA public hearing there were an increase in applications. There is a proposal that the CPA funds be increased from 11% to 22%. Money from CPA comes in every year, money must be set aside for community housing. Having money saved for community housing is important for upcoming projects. Equal Justice is looking for some time during a meeting.

5. Discussion & Approval: Chamber's Door Replacement Project

Final payment on door project for the new doors at Chambers. Everything is completed and satisfied.

**RESOLUTION #2021-151**

To approve the final payment.

Upon a motion duly by Chair Foster and seconded by Mrs. Evans, it was approved by vote of 4 in favor. Karen Hughey did not attend the meeting, there fore the votes are only 4-0.

**RESOLUTION #2021-152**

To approve final payment for siding project at CRC Dr. Mrs. Kirk asked confirmed that they took care of the siding in the worst condition as allowed for budget. Ms. Medeiros will add it to the 5-year plan.

Upon a motion duly by Chair Foster and seconded by Mr. Scheideler, it was approved by vote of 4 in favor. Karen Hughey absent.

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

- 1/21/2021 Regular NHA Board Meeting and High Rock Homes LLC Board Meeting
- 2/18/2021 Regular NHA Board Meeting and High Rock Homes LLC Board Meeting

**RESOLUTION #2021-153**

To approve minutes for January and February.

Upon a motion duly by Chair Foster and seconded by Mrs. Kirk, it was approved by vote of 4 in favor. Karen Hughey absent

7. Information & Discussion: Executive Director's Report, Financial Report, Vacancy Report

Ms. Medeiros completed MCPPO, Massachusetts Certified Purchasing Official Program. Chair Foster asked for a copy to be sent and for it to be an agenda item for next month. Mrs. Kirk suggested Ms. Medeiros to inform Needham Times for some PR. Mrs. Kirk also recommended recognition of the employee of the quarter.

Mr. Scheideler questioned the open units; Ms. Medeiros is hoping to have those units occupied by the end of April since DCHD has finished their investigation.

Chair Foster questioned why there is under spending for the Matthews House and other properties by maintenance. Section 8 is over budgeted; there is a new employee who has taken over Section 8 and will be starting to write checks out to landlords.

8. Approval: NHA Bill/Check Warrant

**RESOLUTION #2021-154**

To approve check warrant dated March 18, 2021. \$358,507.52

Upon a motion duly by Chair Foster and seconded by Mr. Scheideler, it was approved by vote of 4 in favor. Karen Hughey absent

9. Approval: HRH LLC Bill/Check Warrant

**RESOLUTION #2021-155**

To approve check warrant dated March 18, 2021 for \$42,283.09.

Upon a motion duly by Chair Foster and seconded by Mr. Scheideler it was approved by vote of 4 in favor. Karen Hughey absent

Upon a motion duly made to adjourn the meeting by Mrs. Kirk and seconded by Mr. Scheideler, it was approved by vote of 4 in favor. Karen Hughey absent.

**UPCOMING NEEDHAM HOUSING AUTHORITY BOARD MEETING DATES**

April 15, 2021

6:00 PM

Regular Meetings

Zoom Virtual Meetings