

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

Thursday, January 19, 2023, 7:30 PM

NOTE: THIS WILL BE A “HYBRID” MEETING

ATTEND IN PERSON:
Seabeds Way Community Room
34 Seabeds Way, Needham, MA 02492

THE PUBLIC MAY ATTEND IN PERSON OR ON A VIRTUAL BASIS:

[Click here Needham Housing January Board Meeting](#)

Or go to Zoom.com and join the meeting at Zoom Meeting ID: 832 2323 1450

Pursuant to Chapter 107 of the Acts of 2022, “An Act Relative to Extending Certain State of Emergency Accommodations” which extends the expiration of the provisions pertaining to the Open Meeting Law to March 31, 2023. Meetings of public bodies may be conducted virtually provided that adequate access is provided to the public

The NHA Board of Commissioners will hold this as an in-person meeting with the option for public attendance in person or virtually via ZOOM.

To listen, view, and participate in this virtual meeting on 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: Zoom Meeting ID: 832 2323 1450

OR

- *[Install Zoom on laptop/desktop]* [Click this link](#) (or copy the link into your browser):
Needham Housing Authority January Board Meeting:

OR

- *[Smartphone]* 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 +1 669-444-9171 or 1-689-278-1000 Enter the Zoom Meeting ID number (see above), followed by the # sign.

ROLL CALL TO CONVENE THE MEETINGS

COMMISSIONERS:

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

NHA STAFF:

Stephen Merritt, Interim Exec. Dir. & Secretary
Cheryl Gosmon, Assistant Executive Director
Others:

Adequate notice of this meeting has been provided by the Secretary of the Needham Housing Authority (NHA) by preparing a Public Notice dated January 13, 2023, 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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REGULAR NHA BOARD & HRH LLC MEETINGS

AGENDA

ANNOUNCEMENTS FROM THE CHAIR:

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

RESIDENT/COMMUNITY INPUT:

Cook's Bridge Tenant Association
Residents/Community Input - discussion

DISCUSSION/APPROVAL ITEMS – NHA & HIGH ROCK HOMES LLC:

A. Review & Approval:

1. NHA Bill Schedule / Check Warrant Total Amount: \$ 431,737.50
2. HRH LLC Bill Schedule/Check Warrant \$ 35,813.20

B. Review & Approval -- Board Minutes:

1. 12/15/2022 NHA, HRH LLC Regular Board Meeting

C. Information & Discussion: Executive Director's Report (given by Asst. E.D.)

1. Monthly Financial Report – November 2022 (11-month report)
2. Monthly Management report
3. Federal Capital Fund Budget Meeting Report
4. Bank Issues
 - a. Migration of HRH books to PHAweb - completed
 - b. Needham Bank conversion
 - c. Check signature policy – in process
5. Fee accountant RFP – postponed
6. 2022 NHA & HRH LLC Audit Review
7. Community Room hours & security
8. Any other issues/updates of NHA

D. New Executive Director Search

- a. Update – (R. Foster & Rick Leco)
- b. Discussion of next steps

E. Report of Resident Services

- a. December Activities
- b. Quarterly Family Newsletter
- c. CAS report

F. Status Updates – External Initiatives

1. Housing Plan Working Group

Report on meeting(s) (E. Scheideler)

Final Report of the Group can be found at: www.needhamma.gov/housingplan2021

(FYI - it is a 200-page report)

2. Preservation & Redevelopment Initiative (PRI) (R. Foster)

- Kick-off Meeting with Linden/Chambers A/E Designer Team Report
- FY 2024 CPA Funding Applications - Status Update
- CHA Monthly Report - Questions?

3. NHA Board Succession (P. Kirk & R. Foster)

G. Status Update – Internal Initiatives

- 1. Roofing at Cook’s Bridge – Bids due 1/19/2023
- 2. Paving Project – Design of Seabeds Way and CRCDC are currently in process by Katie Andruchuk of Allen & Majors Associates.
- 3. Linden Chambers Camera issues update
- 4. Seabeds Way/CRCDC CCTV System – awaiting HUD Grant extension notification
- 5. Resident Survey – Update

H. New Business

- a. Open Meeting Law Complaint

I. Adjournment

Next Meetings:

Thursday February 16, 2023 @7:30pm	Linden/Chambers Community Room	Regular Monthly Meeting
Thursday March 16, 2023@7:30pm	Seabeds Community Room	Regular Monthly Meeting
Thursday April 20, 2023@7:30pm	Linden/Chambers Community Room	Regular Monthly Meeting