

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

**Tuesday, March 19, 2024, 7:00 PM**

**NOTE: THIS WILL BE A “HYBRID” MEETING  
ATTEND IN PERSON**

**Linden Chambers Community Room  
5 Chambers Street, Needham, MA 02492**

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

[Click here for Zoom Meeting Attendee Link](#)

Or use your browser and go to [Zoom.us](https://zoom.us) and join the meeting at:

**Zoom Meeting ID: 882 4230 8807**

*Pursuant to Chapter 107 of the Acts of 2022, “An Act Relative to Extending Certain State of Emergency Accommodations,” public bodies may continue to hold meetings remotely without a quorum of the public body physically present at a meeting location as long as they provide “adequate, alternative” public access to such remote meetings. On March 29, 2023, Governor Healey signed into law a supplemental budget bill that extends the remote public meeting provisions pertaining to the Open Meeting Law to March 31, 2025.*

***Accordingly, the NHA Board will hold this as an in-person meeting, with the option for Commissioners and the public to attend in person or virtually via Zoom.***

**ROLL CALL TO CONVENE THE REGULAR NHA & HRH LLC MEETINGS**

**COMMISSIONERS:**

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

**NHA STAFF:**

Cheryl Gosmon, Executive Director & Secretary  
Margarita Morales, Assistant Exec Director

Adequate notice of this meeting has been provided by the Secretary of the Needham Housing Authority (NHA) by preparing a Public Notice dated March 15, 2024, 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 people requesting it.

## AGENDA

### REGULAR NHA BOARD & HRH LLC MEETINGS

#### 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 Comments

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

##### **A. Review & Approve:**

- |  |               |
|--|---------------|
| 1. NHA Bill Schedule/Check Warrant     | \$ 538,587.48 |
| 2. HRH LLC Bill Schedule/Check Warrant | \$ 54,086.34  |

##### **B. Review & Approve -- Board Meeting Minutes**

1. NHA Special Meeting – 2-6-24
2. NHA Monthly Meeting – 2-15-2024
3. NHA Special Meeting – 2-22-2024

##### **C. Laracy Electrical Contractors, Inc. Final Approvals**

1. Small Projects Requisition Form
2. Certificate of Final Completion

##### **D. Renew Cynthia Howe, Consultant Contract**

##### **E. Approve Certifications**

Certification of Year-End Financial Statements and TAR Data

Certification of Compliance with Notification Procedures for Fed/State Lead Paint Laws

Fiscal Year-End Certification of Preparer and Executive Director

##### **F. Review & Approve – Executive Director Interim Goal Evaluation, Personnel Evaluation and Salary Review**

**Accept Grants that have been awarded to the NHA, written by Commissioner Kirk**

##### **1. Mass Cultural Grants**

FY23 Grant - Music Around World - \$2500.00

FY24 Holiday Music Around the World - \$2500.00

##### **2. Needham Education Foundation**

Cooks After School Enrichment Program - \$4250.00

**G. Information & Discussion: Executive Director’s Report**

1. Monthly Financial Report – February 2024
2. Monthly Management Report
3. Waiting List Report
4. Tenant Accounts Receivable - Update
5. Staffing Update
6. Proposed 2024 ED Goals
7. Community Room and Shared Spaces Policy – Placeholder
8. Initiative to take HRH LLC Management back In-house – Placeholder
9. Any other issues/updates of NHA

**H. Status Updates – Preservation & Redevelopment Initiative (PRI) (R. Foster)**

1. Linden/Chambers Redevelopment Project
2. Seabeds/Cook Preservation & Modernization Project
3. Development Partner Negotiations
  - New Board Training Date(s)
4. Report on PRI-related matters considered by Town Boards and Committees
5. CHA Monthly Report – Questions?
6. PRI Budget Update

**I. Status Updates – Internal Initiatives**

1. Paving Project at SBW/CRCO Update
2. Linden/Chambers – Placeholder
3. Unit 42 – CRCO
4. Cooks Afterschool Program Update

**J. New Business**

1. Status Update - NHA 2024 State Capital Improvement Plan
2. Date of NHA May 2024 Regular Meeting & Annual Meeting

**L. Adjournment of the Regular NHA & HRH LLC Meetings**

**Next NHA Board Meeting Dates:**

Thurs. April 18, 2024 @ 5:00 PM	Seabeds Way Community Room	Reg. Monthly Meeting
Thurs. May 9, 2024 @ 5:00 PM	Linden Chambers Community Room	Reg. Monthly Meeting NHA Annual Meeting
Thurs. June 20, 2024 @ 5:00PM	Seabeds Way Community Room	Reg. Monthly Meeting

