

**2025 STATE ANNUAL PLAN & PUBLIC HEARING  
REGULAR NHA BOARD & HRH LLC MEETINGS  
MEETING MINUTES**

**Thursday, September 19, 2024, 5:00 PM**

**COMMISSIONERS:**

Reginald C Foster, Chair  
Jim Flanagan, Vice-Chair  
Ed Scheideler, Treasurer-(remote)  
Penny Kirk, Commissioner-(remote)  
Janice Bennett, Commissioner-(remote)

**NHA STAFF:**

Cheryl Gosmon, Exec. Director & Secretary

Chairman Foster called the meeting to order at 5:10 PM. He called the roll of Commissioner's with all reporting present on Thursday, September 19, 2024, for the Needham Housing Authority (NHA) Regular monthly Board meeting. He stated that the Secretary of the NHA provided adequate notice of this meeting by preparing a Public Notice dated September 13, 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.

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**ANNOUNCEMENTS FROM THE CHAIR**

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

Chair Foster announced that the meeting would begin with a Public Hearing on the 2025 State Public Housing Annual Plan.

**Motion and Vote**

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Bennett to open the Public Hearing on the 2025 State Public Housing Annual Plan.

Chair Foster called the roll of Commissioners in favor of this motion:

Commissioner Foster votes aye; Commissioner Flanagan votes aye; Commissioner Scheideler votes aye; Commissioner Kirk votes aye; and Commissioner Bennett votes aye.

**The motion carried. The vote was unanimous, 5-0.**

The Public Hearing opened at 5:05 PM. Ms. Gosmon presented an overview of the 2025 State Public Housing Annual Plan.

Residents commenting on the Public Hearing include Marlene Costa, Ross Donald, Dorina Moriarty, Jim Burke, Kalpana Shah, and Helen Giragosian. Ms. Gosmon will include comments in the submission of the approved plan. Commissioner Scheideler said that the 2025 State Public Housing Annual Plan is well-thought-out.

**Motion and Vote**

Upon a motion duly made by Commissioner Flanagan and seconded by Commissioner Bennett to close the Public Hearing on the 2025 State Public Housing Annual Plan at 5:35 PM.

Chair Foster called the roll of Commissioners in favor of this motion:

Commissioner Foster votes aye; Commissioner Flanagan votes aye; Commissioner Scheideler votes aye; Commissioner Kirk votes aye; and Commissioner Bennett votes aye.

**The motion carried. The vote was unanimous, 5-0.**

**Motion and Vote**

Upon a motion duly made by Commissioner Bennett and seconded by Commissioner Kirk to approve the 2025 State Public Housing Annual Plan.

Chair Foster called the roll of Commissioners in favor of this motion:

Commissioner Foster votes aye; Commissioner Flanagan votes aye; Commissioner Scheideler votes aye; Commissioner Kirk votes aye; and Commissioner Bennett votes aye.

**The motion carried. The vote was unanimous, 5-0.**

**C. INTRODUCTION OF THE DEVELOPER PARTNER: AHSC PEABODY DEVELOPER LLC.**

With consensus from the Board, Chair Foster took this item out of order and introduced Betsy Collins, Vice President of Development at Peabody Properties, Inc., and Mike Mattos, President and Executive Director of AHSC (Affordable Housing & Services Collaborative, Inc.).

Peabody Properties, established in 1976, is family-owned and operated by Principals Melissa Fish-Crane and Karen Fish-Will Affordable Housing and Services Collaborative is a 501c3 non-profit organization founded by Edward A. Fish in 2001. Ms. Collins and Mr. Mattos presented an overview of their work as Developer Partners with the Needham Housing Authority. Mr. Mattos announced that a resident meeting is scheduled for Thursday, September 26, 2024, at the Linden/Chambers Community room to meet the residents and inform them of the application for funding process. A brief discussion followed. Their presentation will be posted on the NHA website at [www.needhamhousing.org](http://www.needhamhousing.org).

**RESIDENT/COMMUNITY INPUT**

Sue Biasizzo reported on the Resident Advisory Board (RAB) meeting earlier in the week and the upcoming Cook's Bridge Tenant Association (CBTA) meeting.

Ross Donald reported on the importance of providing literature to residents and receiving updates on NHA policies.

Marlene Costa expressed concerns regarding excessive speed observed at the Chambers development.

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

**A. Review & Approve:**

1. NHA Bill Schedule/Check Warrant

**Motion and Vote**

Upon a motion duly made by Commissioner Flanagan and seconded by Commissioner Bennett to approve the NHA Bill Schedule/Check Warrant in the amount of \$929,525.53.

Chair Foster called the roll of Commissioners in favor of this motion:

Commissioner Foster votes aye; Commissioner Flanagan votes aye; Commissioner Scheideler votes aye; Commissioner Kirk votes aye; and Commissioner Bennett votes aye.

**The motion carried. The vote was unanimous, 5-0.**

2. HRH LLC Bill Schedule/Check Warrant

**Motion and Vote**

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Flanagan to approve the HRH LLC Bill Schedule/Check Warrant in the amount of \$42,024.24.

Chair Foster called the roll of Commissioners in favor of this motion:

Commissioner Foster votes aye; Commissioner Flanagan votes aye; Commissioner Scheideler votes aye; Commissioner Kirk votes aye; and Commissioner Bennett votes aye.

**The motion carried. The vote was unanimous, 5-0.**

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

1. 8/15/2024 NHA Regular Board Meeting Minutes

**Motion and Vote**

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Bennett to approve the August 15, 2024, NHA Regular Board Meeting Minutes as submitted.

Chair Foster called the roll of Commissioners in favor of this motion:

Commissioner Foster votes aye; Commissioner Flanagan votes aye; Commissioner Scheideler votes aye; Commissioner Kirk votes aye; and Commissioner Bennett votes aye.

**The motion carried. The vote was unanimous, 5-0.**

2. 9/5/2024 NHA Special Board Meeting Minutes

**Motion and Vote**

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Flanagan to approve September 5, 2024, NHA Special Board Meeting Minutes as amended.

Chair Foster called the roll of Commissioners in favor of this motion:  
Commissioner Foster votes aye; Commissioner Flanagan votes aye;  
Commissioner Scheideler votes aye; Commissioner Kirk votes aye; and  
Commissioner Bennett votes aye.

**The motion carried. The vote was unanimous, 5-0.**

#### **D. Local Tenant Organization Recognition**

After a brief discussion, the Chair asked the Linden Chambers Resident Association (LCRA) to define the officers as listed in their bylaw document and to submit those changes to Ms. Gosmon, Executive Director.

##### **Motion and Vote**

Upon a motion duly made by Commissioner Bennett and seconded by Commissioner Kirk to recognize the Linden Chambers Residents Association as the official resident organization for Linden and Chambers state-aided public housing development.

Chair Foster called the roll of Commissioners in favor of this motion:

Commissioner Foster votes aye; Commissioner Flanagan votes aye; Commissioner Scheideler votes aye; Commissioner Kirk votes aye; and Commissioner Bennett votes aye.

**The motion carried. The vote was unanimous, 5-0.**

#### **E. Executive Director's Report**

Ms. Gosmon delivered and updated the following items.

1. Monthly Financial Report
2. Monthly Management Report
3. Draft NHA Audit Report
4. Draft Pet Policy – Review and Approve
5. Draft Grievance Policy – Review and Approve
6. Draft Prohibited Recreational Equipment Policy – Review and Approve
7. Draft Deceased Tenant Policy – Placeholder
8. HOTMA (Housing Opportunity Through Modernization Act)
9. Public Housing Notice 2024-08 – Amendments to State-Aided Public Housing Lease and Addendum
10. Fire Alarm Upgrades 689 – (1415 Great Plain Avenue) Bid Status – Update
11. Any other issues/updates of NHA

#### **F. Status Updates and Approvals – Preservation & Redevelopment Initiative (PRI)**

Chairman Foster delivered an update on the following items.

1. Linden Street Redevelopment Project—The Planning Board's Public Hearing on the Linden/Chambers Site Plan Review is scheduled for September 24, 2024.
2. Seabeds/Cook Preservation & Modernization Project – Proceeding to 100% Schematic Design
3. Community Preservation Act Funding Application – Due November 11, 2024.

4. Monthly Reports - CHA
5. Administrative – CHA will submit an update on the PRI Budget

## **G. Status Updates – Internal Initiatives**

### **1. Cook’s Afterschool Program – Update**

- Ms. Gosmon provided an update on the Cook’s Afterschool Program status.
- Chairman Foster referred to Commissioner Scheideler’s August 19<sup>th</sup> email proposing that the Board consider a Mission Statement for the Cook’s Afterschool Program.
- Commissioner Scheideler proposed enacting a Policy Mission Statement for Cook’s Afterschool Program for children in grades K-6.
- Commissioner Bennett provided a summary of the history of the afterschool program under Penny Kirk, who was the NHA Resident Service Coordinator at the time. Commissioner Bennett noted that the cohort of students has changed significantly.
- Commissioner Flanagan noted that approximately six CRCD students could attend the program. Commissioner Flanagan added that
- Ms. Gosmon likes the idea of Commissioner Scheideler’s proposal
- Summary from the Chair: We will continue to seek an afterschool program manager and have parents provide input on the policy. The discussion will continue at the next meeting.

### **2. Site Improvements – SBW/CRCD Paving update**

#### **Motion and Vote**

Upon a motion duly made by Commissioner Flanagan and seconded by Commissioner Bennett to approve Payment Requisitions Number One and Two to Sunshine Paving Corporation, subject to receiving a notarized Certificate of Final Completion from the architect.

Chair Foster called the roll of Commissioners in favor of this motion:

Commissioner Foster votes aye; Commissioner Flanagan votes aye; Commissioner Scheideler votes aye; Commissioner Kirk votes aye; and Commissioner Bennett votes aye.

**The motion carried. The vote was unanimous, 5-0.**

## **H. New Business**

### **I. Adjournment of the Regular NHA & HRH LLC Meetings**

#### **Motion and Vote**

Upon a motion duly made by Commissioner Kirk and seconded by Commissioner Bennett to adjourn the meeting at 7:43 PM.

Chair Foster called the roll of Commissioners in favor of this motion:

Commissioner Foster votes aye;  
Commissioner Flanagan votes aye;

Commissioner Scheideler votes aye;  
Commissioner Kirk votes aye; and  
Commissioner Bennett votes aye.

**The motion carried. The vote was unanimous, 5-0.**

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Respectfully submitted by:  
Cheryl Gosmon, Executive Director