

**REGULAR NHA BOARD & HRH LLC MEETINGS
MEETING MINUTES**

Thursday, February 25, 2025, 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

GUEST:

Matt Zajec, Deputy Director, Planning and
Development, CHA (remote)
Chris Moyer, Project Manager, CHA (remote)

Chairman Foster called the meeting to order at 5:05 PM. He called the Roll of Commissioners with all reporting present on Tuesday, February 25, 2025, rescheduled, NHA & HRH LLC Regular monthly meeting. He stated that the NHA secretary provided adequate notice of this meeting by preparing a Public Notice dated February 21, 2025, 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. He also introduced the guests for today's meeting, Matt Zajac and Chris Moyer.

ANNOUNCEMENTS FROM THE CHAIR

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

Chair Foster announced that all Town Boards and Committees have received a notice from the Deputy Town Manager that flexibility to the Open Meeting Law provided by the State since the pandemic is set to expire on March 31, 2025. If there are no changes in state law, as of March 31, 2025, all public meetings must have an in-person option for the public to attend. Board and Committee members can only participate remotely if approved by their board or Committee Chair, subject to the Select Board's Member Remote Participation in Public Meetings Policy, and public meetings can no longer be entirely remote (Zoom-only).

Chair Foster also announced that he would leave the meeting early to attend a Select Board Meeting. He noted that agenda item D would be taken out of order and moved to the first agenda item to accommodate Cambridge Housing Authority (CHA).

Preservation & Redevelopment Initiative (PRI)

Chairman Foster delivered an update on the following items.

1. Linden Terrace Redevelopment Project –

- a. NHA is invited to submit a final funding application request to EOHLIC for Phase 1A Linden Street Redevelopment Project.
Rental subsidies are needed.
- b. No PILOT (Payment In Lieu of Taxes) Agreement for Linden/Chambers Properties

- \$5.5M CPA Funding Grant Agreement for Linden Terrace Construction
Release of Restriction Agreement
- c. Land Disposition and Development Designation Agreement (Linden)
Ground Lease Agreements
 - d. Winter 2025 Funding Round – One Stop Application for Phase 1A due to
EOHLC by Thursday, February 27, 2025
 - e. James Burke Lawsuit—All initial filings have been completed. We are
waiting for a hearing to be scheduled. Legal fees to date are \$16,317.
 - f. The next steps will include a board Q&A and motions to approve NHA and
NHA Development Corporation to execute the 6 agreements. The Select
Board will meet this evening to approve the three agreements with the Town
of Needham.

Chair Foster presented an update on CPA funding for Seabeds Way and Captain Robert Cook Drive, with the option to proceed with Seabeds Way or Captain Robert Cook Drive first. Discussion followed.

Motion and Vote

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Flanagan to approve the NHA Development Corporation to execute the six agreements as follows:

- No PILOT Agreement for the Linden/Chambers Properties
- \$5.5M CPA Funding Grant Agreement for Linden Terrace Construction
- Release of Restrictions Agreement
- Land Disposition and Development Designation Agreement (Linden)
- Phase 1A Option to Lease Real Estate
- Phase 1B Option to Lease Real Estate

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

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

The motion carried. The vote was 5-0-0.

Chair Foster left the meeting at 5:55 PM to attend the Select Board meeting.

RESIDENT/COMMUNITY INPUT

Ross Donald, LCRA, Chair updated the association's activities

James Burke, LCRA Vice-Chair - Expressed that there should be a portion of time to allow for tenant comments

Marlene Costa, LCRA Treasurer – expressed her concerns about being unable to comment during the meeting. She added that the Tenant Comment Policy at Board meetings should be revisited. She also added that the parking policy should be revisited.

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 February 25, 2025, NHA Bill Schedule/Check Warrant in the amount of \$561,761.98.

Vice-Chair Flanagan called the roll of Commissioners in favor of this motion:

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

The motion carried. The vote was 4-0-0.

2. HRH LLC Bill Schedule/Check Warrant

Motion and Vote

Upon a motion duly made by Commissioner Flanagan and seconded by Commissioner Bennett to approve the February 25, 2025, HRH LLC Bill Schedule/Check Warrant in the amount of \$50,995.62.

Vice-Chair Flanagan called the roll of Commissioners in favor of this motion:

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

The motion carried. The vote was 4-0-0.

B. Consent Agenda

1. NHA Special Board Meeting Minutes 2/4/2025
2. NHA & HRH LLC Regular Meeting Minutes 2/25/2025
3. Milne, Shaw & Robillard, PC Monthly Management Report Accountant's Report
4. NHA Monthly Vacancy & Workorder Report
5. NHA Tenant Accounts Receivable Report
6. NHA Tenant Accounts Receivables & Aging Report

Motion and Vote

The Board approved the Consent Agenda as submitted, upon a motion duly made by Commissioner Flanagan and seconded by Commissioner Scheideler.

Vice-Chair Flanagan called the roll of Commissioners in favor of this motion:

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

The motion carried. The vote was 4-0-0.

C. Executive Director's Report

Ms. Gosmon delivered an update on the following items:

1. Capital Fund Emergency Safety & Security Grant - Update
2. Assistant Executive Director Job Search – Update
3. Draft Tenant Participation Policy

4. Draft Human Resources Policy

D. Preservation & Redevelopment Initiative (PRI) – covered earlier in the meeting

E. Status Updates – Internal Initiatives - Ms. Gosmon delivered an update on the following items:

- Cook's Afterschool Program – Enrollment continues to be a challenge. Working with community partners.
- The High Rock Estates (HRE) Homework Program is going well. High school students are working with students.

F. New Business –

- Review & Approve Continued Use of 2024 Payment Standards –
Ms. Gosmon would like the Board's consideration to keep the 2024 HUD Payment Standards.

G. Adjournment of the Regular NHA & HRH LLC Meetings

Motion and Vote

Upon a motion duly made by Commissioner Flanagan and seconded by Commissioner Bennett to adjourn the meeting at 6:37 PM.

Vice-Chair Flanagan called the roll of Commissioners in favor of this motion:

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

The motion carried. The vote was unanimous, 4-0

Respectfully submitted by
Cheryl Gosmon