

REGULAR NHA BOARD & HRH LLC MEETINGS
MEETING MINUTES
Thursday, March 20, 2025, 5:00 PM

COMMISSIONERS:

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

NHA STAFF:

Cheryl Gosmon, Exec. Director & Secretary

ABSENT: Reginald C. Foster

Vice-Chair Flanagan called the meeting to order at 5:05 PM. He called the Roll of Commissioners with all reporting present on Thursday, March 20, 2025, for the NHA & HRH LLC Regular monthly meeting. He stated that the NHA secretary provided adequate notice of this meeting by preparing a Public Notice dated March 14, 2025, setting forth the date, time, and place of this meeting. The 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):
There were no announcements from the Vice Chair.

RESIDENT/COMMUNITY INPUT

Marlene Costa, LCRA Treasurer, expressed concerns about the driveway at Chambers Street and the general “poor” conditions of the property. She added that the parking policy should be revisited.

Ross Donald, LCRA, Chair, expressed concerns about the potholes at Chambers Street.

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 Scheideler to approve the March 20, 2025, NHA Bill Schedule/Check Warrant in the amount of \$637,853.82

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 March 20, 2025, HRH LLC Bill Schedule/Check Warrant in the amount of \$44,757.73.

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 Kirk.

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. Assistant Executive Director Job Search – Update
2. Draft Tenant Participation Policy
3. Draft Human Resources Policy

D. Preservation & Redevelopment Initiative (PRI) –

Vice Chair Flanagan updated the Board on the Linden Street Redevelopment Project and the modernization projects of Seabeds Way and Captain Robert Cook Drive. Vice Chair Flanagan noted that the winter 2025 funding for the One Stop application for Phase 1A Linden Street Development was submitted to EOHLC on Thursday, February 27, 2025. Vice Chair Flanagan thanked everyone who contributed to this massive effort.

Vice Chair Flanagan also noted that the Needham Community Preservation Committee approved that an article be added to the Town Meeting Warrant for funding of \$3.2 million from the Community Preservation Act Fund for construction costs and select pre-

development costs associated with the preservation of the 46 affordable public housing units at Seabeds Way.

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 –

Honoring Commissioner Ed Scheideler – With deep gratitude and admiration, the Needham Housing Authority Board of Commissioners honors Commissioner Ed Scheideler for his five years of dedicated service as Commissioner and Treasurer. His thoughtful leadership, integrity, and unwavering commitment to the mission of the Housing Authority have left a lasting impact. While he has chosen not to seek a second term, his contributions will be remembered and appreciated for years to come.

G. Adjournment of the Regular NHA & HRH LLC Meetings

Motion and Vote

Upon a motion duly made by Commissioner Kirk and seconded by Commissioner Flanagan to adjourn the meeting at 6:325 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