

MINUTES

**NEEDHAM HOUSING AUTHORITY
REGULAR MEETING
THURSDAY MAY 17, 2018 7:30 P.M.
5 CHAMBERS STREET- COMMUNITY ROOM**

ROLL CALL TO CONVENE THE REGULAR MEETING

COMMISSIONERS PRESENT:

Chairman Reginald C. Foster
Vice Chair Scott Brightman
Treasurer Karen Hughey
Commissioner Peter Pingitore
Commissioner Penelope Kirk

NHA STAFF PRESENT:

Paul Dumouchel, Executive Director
Patricia Edmond, Assistant Executive Director
Sandra Amour, Office Manager

RESIDENTS: Helen Giragosian, Liz McCarthy, Jill Rutherford, Ross Donald, Janet Young, Mary Smith
Also Present: Mark Jacobs and David Eisen

Adequate notice of this meeting has been provided by the Secretary of the Needham Housing Authority (NHA) by preparing a Public Notice dated May 15, 2018 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.

DISCLOSURE WITH RESPECT TO RESIDENT COMMISSIONER: Chairman Foster noted that Commissioner Hughey has been duly elected NHA Commissioner by the Town of Needham and serves as the NHA's resident commissioner in conformance with state/DHCD policy and the policy of the NHA Board. Commissioner Hughey has disclosed that she is a resident of the Chambers Street facility. She is also the past President of the Linden Chambers Resident Association and her son-in-law is employed as Residential Services Coordinator for the Wellesley Housing Authority. As such, substantially all of the proceedings of the NHA Board could be construed to have an indirect effect on Commissioner Hughey's interests. Commissioner Hughey commented that she would recuse herself from any NHA Board discussion or action that directly affected her interests, but intended to otherwise fully participate in any other Board discussions or actions, including representing the views and options of the NHA residents in her capacity as Resident Commissioner. Chairman Foster asked if any Board, Staff or public attendees at tonight's meeting had any objection to Commissioner Hughey's participation in the remainder of the Board meeting. Hearing none, he proceeded to the remainder of the agenda.

RESIDENT/PUBLIC INPUT:

- LTO President Helen Giragosian thanked ED Dumouchel for his outreach to the Community and NHA's partnership with the Needham Rotary Club on various projects.
- Ross Donald offered comments on the idea for an arts studio at 164 Linden Street as a way to utilize that space. He also expressed frustration that a maintenance staff member continues to act carelessly when performing landscaping duties. ED Dumouchel stated he spoke to this individual's supervisor.
- Kalpana Shah suggested that high school students assist the office staff in a volunteer capacity.

CHAIRMAN'S ANNOUNCEMENTS: There were none.

DISCUSSION ITEMS

1. **Abacus Update:** The team of Davis Eisen and Michael Jacobs reviewed a PowerPoint presentation with the Board which covered both the Risks and Rewards of undertaking each development scenario concerning Captain Robert Cook Drive and Seabeds Way-minor repairs utilizing existing funding, major renovation

utilizing a combination of RAD funds as well as CPC monies, and substantial redevelopment utilizing the aforementioned funding sources as well as tax credits. It was decided that a Special Meeting would be held to present the Risks and Rewards for the Linden Street and Chambers Street development options. The Special Meeting will be held Wednesday May 30, 2018 at 7:30 p.m at 5 Chambers Street.

2. **Holliston decision:** ED Dumouchel gave a chronological summary of the events regarding the Holliston Management Agreement. Holliston's consultant Rita Osborne communicated with ED Dumouchel via email on May 9, 2018 that Laura Taylor informed her that DHCD would not be approving this agreement. ED Dumouchel stated he was told at the beginning of the process that in all likelihood, the Framingham Housing Authority would be awarded the agreement. ED Dumouchel, looking ahead to other management possibilities believed this would be a good exercise to engage in to determine how other Boards go about selecting Management Agents and that he was not expecting to be awarded the agreement. He was extremely gratified when the Holliston Board voted 4-0 to enter into negotiations with Needham for the Management Agreement. He was disappointed when the word came down from DHCD that this agreement would not be allowed to go forward.
3. **Wellesley Housing Authority Management Agreement:** ED Dumouchel met with WHA Board Chair Maura Renzella, and reported to the Board that Ms. Renzella was of the opinion that NHA and WHA should submit a new management agreement as per the Public Housing Notice 2018-09 Guidelines. Chairman Foster reported that he had received a follow up call from Laura Taylor. According to Chairman Foster, Ms. Taylor stated that DHCD had not yet received a copy of the Draft Audit and that DHCD had concerns regarding Needham's oversight of Wellesley. ED Dumouchel indicated that during his tenure as ED of WHA significant progress has been made in getting projects off the ground and completed, resident relations, and staff stabilization at WHA. In his opinion, the present administration is being ridiculed for shortcomings by previous managers. Further discussion ensued regarding the next steps for NHA to take. Commissioner Foster suggested a subset of Board Members attend the next Wellesley Housing Board meeting. Commissioner Pingitore suggested a joint meeting with the Wellesley Board to discuss an agreed upon way forward and to come to a consensus on setting up a meeting with DHCD representatives. Chairman Brightman said it appears that we are not getting the whole story from DHCD. Various commissioners questioned why NHA was in such apparent disfavor with DHCD. At the conclusion of the discussion a sense of the board indicated unanimous support for seeking a path forward to continue in the management arrangement with WHA. Additionally, a sense of the board indicated unanimous support for a joint meeting with WHA to discuss the issue of NHA's continued management of WHA. The board asked that this information be communicated to WHA Chair Renzella.
4. **Resident Rules and Regulations :** Referred to Morgan Brown and Joy for review at the suggestion of Commissioner Pingitore and to revisit this every 12 months.
5. **Human Resource Policy:** Referred to Morgan Brown and Joy for review.
6. **Executive Director Report**
7. **Accountant Compilation Report**

RESOLUTION #2018-28

Approving the Minutes of the April 19, 2018 Regular Meeting

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Hughey, the motion to approve was approved by the following vote: 5-0

RESOLUTION #2018-29 Tabled. See #4

Approving the Resident Rules and Regulations

Upon a motion duly made by Commissioner ___ and seconded by Commissioner ___, the motion to approve was (approved/not approved by the following vote:

RESOLUTION #2018-30 Tabled. See #3

Approving a new Management Agreement with the Wellesley Housing Authority

Upon a motion duly made by Commissioner ___ and seconded by Commissioner ___, the motion to approve was (approved/not approved by the following vote

RESOLUTION #2018-31

Authorizing the Executive Director to sign a contract with Franceso Demolition for as needed Asbestos Removal.

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Hughey, the motion to approve was approved by the following vote: 5-0

RESOLUTION 2018-32 Tabled. See #5

Approving the Human Resource Policy

Upon a motion duly made by Commissioner ___ and seconded by Commissioner ___, the motion to approve was (approved/not approved by the following vote:

ANNUAL MEETING AGENDA

- A. Election of Board Officers 2018-2019
- B. Renewal of Authorization to sign checks
- C. Board Self Assessment

RESOLUTION 2018-32

Approving the slate of officers for the 2018-2019 year

Chairman: Scott Brightman
Vice Chair: Karen Hughey
Treasurer: Reginald Foster

Upon a motion duly made by Commissioner Pingitore and seconded by Commissioner Kirk, the motion to approve was approved by the following vote: 5-0

RESOLUTION 2018-33

Renewing the authorization of all Board members to sign checks of the Needham Housing Authority

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Hughey, the motion to approve was approved by the following vote: 5-0

RESOLUTION #2018-34

Approving payment of the bill roll/check roll listed on the Warrant dated May 17, 2018 in the amount of \$ 384,099.52 as follows:

Section 8:115 vouchers.....	\$123,524.20
Payroll checks (04/18/2018) #500862 - #500874.....	\$ 21,577.44
Payroll checks (05/02/2018) #500875 - #500888	\$ 21,026.45
A/P Checks (05/15/2018) #30827-30888	\$227,971.43

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Hughey, the motion to approve was approved by the following vote: 5-0

MOTION TO ADJOURN THE NHA REGULAR MEETING AND PROCEED TO EXECUTIVE SESSION TO DISCUSS LEGAL MATTERS • TABLED AS MINUTES WERE NOT AVAILABLE

Upon a motion duly made by Commissioner ___ and seconded by Commissioner ___, the motion to approve was (approved/not approved by the following roll call vote:

Foster
Brightman

Minutes
Needham Housing Authority
May 17, 2018

Hughey
Pingitore
Kirk

MOTION TO ADJOURN THE NHA REGULAR MEETING AND PROCEED TO THE HIGH ROCK HOMES LLC MEETING:

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Hughey, the motion to approve was approved by the following vote: 5-0

UPCOMING NEEDHAM HOUSING AUTHORITY MEETING DATES

Thursday	June 21, 2018	7:30 pm	Regular Meeting	34 Seabeds way
Thursday	July 19, 2018	7:30 pm	Regular Meeting	5 Chambers Street