

MINUTES-amended

NEEDHAM HOUSING AUTHORITY REGULAR MEETING THURSDAY JUNE 21, 2018 7:30 P.M. 34 SEABEDS WAY- COMMUNITY ROOM

ROLL CALL TO CONVENE THE REGULAR MEETING

COMMISSIONERS PRESENT:

Chairman Scott Brightman
Vice Chair Karen Hughey
Treasurer Reg Foster
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, Ross Donald, Kalpana Shah, Joanne Every, Janet Young

Adequate notice of this meeting has been provided by the Secretary of the Needham Housing Authority (NHA) by preparing a Public Notice dated June 19, 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: In accordance with State Law 121B, the Needham housing Authority Board has a duly elected Resident Commissioner. The Resident Commissioner is a full Board Member with all the duties and rights of a regular commissioner, the only exception being that in the event a matter comes before the Board that impacts the resident commissioner individually, opposed to the community as a whole, the resident commissioner shall recuse themselves from any participating said matter.

RESIDENT/PUBLIC INPUT: Ross Donald recommended that relevant information be kept in a binder at the town library rather than the community rooms where things often go missing. Helen Giragosian remarked as president of the LTO and put forth a call to volunteerism and resident participation.

CHAIRMAN'S ANNOUNCEMENTS: There were none.

DISCUSSION ITEMS

- 1. Abacus Update:** Commissioner Foster reported that Abacus is working on their final report. A draft of their final report is expected for the next meeting.
- 2. Wellesley Management Agreement- Update:** DHCD recommends that WHA start a search for an ED, giving an August deadline. Both boards agree that they should band together and get the date pushed back for a more reasonable time frame and to seek answers from DHCD regarding the refusal to continue the management agreement. They discussed a joint board meeting and in the end, the sense of the Board was to informally attend the June 28 WHA meeting to get a sense of where the WHA Board stood on these matters.. Senior staff was in agreement.
- 3. Board/Tenant Reception-** Commissioner Kirk discussed holding an informal get together where residents and the Board get together in a social setting to get acquainted and share input. Commissioner Foster said he thought it important that all the commissioners attend. It was agreed among the Board to go forward.
- 4. Executive Director Report-** The ED mentioned that Senator Ross would like to visit the NHA properties. He also mentioned that the waitlist is not closing and it is growing each day. Chairman Brightman said he would like those metrics shared with the Needham Times. The HR policy will be up for review at the next meeting, followed the next month by Procurement.
- 5. Accountant Compilation Report-** Report was not in the hard copy but was included in .pdf version.
- 6. Resident Services Coordinator Monthly Update**

RESOLUTION #2018-36-TABLED

Minutes
Needham Housing Authority
June 21, 2018

Approving the Minutes of the May 17, 2018 Regular Meeting
Commissioner Pingitore requested that this vote be tabled and the minutes reviewed before being voted on at the next meeting.

RESOLUTION #2018-37-TABLED-

Approving the Minutes of the May 30, 2018 Special Meeting
Commissioner Pingitore requested that this vote be tabled and the minutes reviewed before being voted on at the next meeting.

RESOLUTION #2018-38

Approving a Notice of Substantial Completion for the Chambers Street Roof Replacement Project # 203
Upon a motion duly made by Commissioner Kirk and seconded by Commissioner Hughey, the motion to approve was approved by the following vote: 5-0

RESOLUTION #2018-39

Approving an extension of the Management Agreement with the Wellesley Housing Authority through September 30, 2018.
Upon a motion duly made by Commissioner Hughey and seconded by Commissioner Kirk, the motion to approve was approved by the following vote: 5-0

RESOLUTION #2018-40

Authorizing the Write off of uncollectible former resident balances totaling \$8,064.00
Upon a motion duly made by Commissioner Kirk and seconded by Commissioner Hughey, the motion to approve was approved by the following vote: 5-0

RESOLUTION #2018-41

Approving payment of the bill roll/check roll listed on the Warrant dated June 19, 2018 in the amount of \$466,312.05 as follows:

Section 8:115 vouchers.....	\$123,399.20
Payroll checks (05/16/2018) #500889- #500901.....	\$ 21,787.50
Payroll checks (05/30/2018) #500902 - #500914	\$ 22,983.94
Payroll checks (06/13/2018) #500913 - #500928	\$ 22,764.59
A/P Checks (06/13/2018) #30915-31013	\$275,376.82

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

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

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

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UPCOMING NEEDHAM HOUSING AUTHORITY MEETING DATES

Thursday	July 19, 2018	7:30 pm	Regular Meeting	5 Chambers Street
Thursday	August 16, 2018	7:30 pm	Regular Meeting	34 Seabeds Way