

**NEEDHAM HOUSING AUTHORITY  
& HIGH ROCK HOMES LLC  
BOARD OF COMMISSIONERS  
MONTHLY MEETING**

**Thursday, January 18, 2024, 7:30 PM**

**NOTE: THIS WILL BE A “HYBRID” MEETING**

**ATTEND IN PERSON:**

**Linden Chambers Community Room  
5 Chambers Street, Needham, MA 02494**

**THE PUBLIC MAY ATTEND IN PERSON OR ON A VIRTUAL BASIS:**

[Click here for Zoom Meeting Attendee Link](#)

Or use your browser and go to [Zoom.us](https://zoom.us) and join the meeting at:

**Zoom Meeting ID: 825 9585 6765**

*Pursuant to Chapter 107 of the Acts of 2022, “An Act Relative to Extending Certain State of Emergency Accommodations,” public bodies may continue to hold meetings remotely without a quorum of the public body physically present at a meeting location as long as they provide “adequate, alternative” public access to such remote meetings. On March 29, 2023, Governor Healey signed into law a supplemental budget bill that extends the remote public meeting provisions pertaining to the Open Meeting Law to March 31, 2025.*

***Accordingly, the NHA Board will hold this as an in-person meeting, with the option for Commissioners and public attendance in person or virtually via ZOOM.***

**ROLL CALL TO CONVENE THE REGULAR NHA & HRH LLC MEETINGS**

**COMMISSIONERS:**

Reginald C Foster, Chair  
Eleanor Evans, Vice-Chair  
Ed Scheideler, Treasurer  
Penny Kirk, Commissioner  
Janice Bennett, Commissioner

**NHA STAFF:**

Cheryl Gosmon, Executive Director & Secretary  
Margarita Morales, Acting Asst Exec Director

Adequate notice of this meeting has been provided by the Secretary of the Needham Housing Authority (NHA) by preparing a Public Notice dated January 12, 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.

## AGENDA

### REGULAR NHA BOARD & HRH LLC MEETINGS

#### ANNOUNCEMENTS FROM THE CHAIR

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

#### RESIDENT/COMMUNITY INPUT

Cook's Bridge Tenant Association  
Residents/Community Comments

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

##### **A. Review & Approve:**

- |  |               |
|--|---------------|
| 1. NHA Bill Schedule/Check Warrant     | \$ 478,164.94 |
| 2. HRH LLC Bill Schedule/Check Warrant | \$ 63,407.23  |

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

1. NHA Special Meeting – 10-30-23
2. NHA Special Board Meeting: Budget – 12-7-23
3. NHA Monthly Meeting – 12-14-23

##### **C. Information & Discussion: Executive Director's Report**

1. Monthly Financial Report – December 2023
2. Monthly Management Report
3. Waiting List Report
4. Tenant Accounts Receivable Project
5. Staffing Update
6. Proposed 2024 ED Goals
7. Smoke-Free Building Policy – Board Vote
8. Rent Collection Policy – Board Vote
9. Community Room and Shared Spaces Policy – Draft
10. Engagement of Marcum LLP letter regarding HRH Audit – Review
11. Initiative to take HRH LLC Management back In-house
12. Return Regular NHA Board Meetings to Thursdays
13. NHA Roles & Responsibilities: Board Meeting Procedures
14. NHA Resident Service Coordinator Report
15. Family Self-Sufficiency (FSS) Coordinator Report
16. Resident Opportunity Self-Sufficiency Service Coordinator (ROSS-SC) Report
17. Any other issues/updates of NHA

**D. Status Updates – Preservation & Redevelopment Initiative (PRI) (R. Foster)**

1. Linden/Chambers Redevelopment Project
  - Review and Approve the Linden Street Bridge Conveyance Request
2. Seabeds/Cook Preservation & Modernization Project
3. Development Partner Negotiation
  - New Board Training Date(s)
  - Additional Business Terms Consultant
4. Report on Presentations to Town Boards and Committees
5. CHA Monthly Report – Questions?
6. PRI Budget Update

**E. Status Updates – Internal Initiatives**

1. Paving Project at SBW/CRCO and Linden/Chambers – Placeholder
2. Unit 42 – CRCO
3. Cook’s Afterschool Program

**F. New Business --**

1. Needham Housing Authority Representative to the Needham Council on Aging Board – Ann Demarderosian
2. **Review & Approve** -- Contract for Accounting Services
3. **Review & Approve** – Executive Director Interim Goal Evaluation, Personnel Evaluation and Salary Review

**G. Adjournment of the Regular NHA & HRH LLC Meetings**

**Next NHA Board Meeting Dates:**

|                                   |                                |                         |
|-----------------------------------|--------------------------------|-------------------------|
| Thurs. February 15, 2024, 7:30 PM | Seabeds Way Community Room     | Regular Monthly Meeting |
| Thurs. March 14, 2024, 7:30 PM    | Linden Chambers Community Room | Regular Monthly Meeting |
| Thurs. April 18, 2024, 7:30 PM    | Seabeds Way Community Room     | Regular Monthly Meeting |