

**NEEDHAM HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
HIGH ROCK HOMES LLC MEETING  
Thursday November 19, 2020 6:00 PM**

[www.zoom.us](http://www.zoom.us)

**Zoom Meeting ID: 813 3612 7312**

*Under Governor Baker's emergency "Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, S20," issued March 12, 2020 and in effect until termination of the emergency, meeting of public bodies may be conducted virtually provided that adequate access is provided to the public.*

*The NHA Board of Commissioners will hold this meeting as a virtual meeting. **AN IN-PERSON MEETING WILL NOT TAKE PLACE AT A LOCATION NORMALLY USED FOR NHA BOARD MEETINGS.***

**To listen, view and participate in this virtual meeting on your phone, computer, laptop, or tablet, a few minutes before the above date/time:**

- *[Browser access]* Use your browser to connect to [www.zoom.us](http://www.zoom.us). On the Zoom home screen, click the "Join a Meeting" button (top right of the screen). Enter the Meeting ID number (see above).

**OR**

- *[Install Zoom on laptop/desktop]* Click this link (or copy link into your browser):  
<https://us02web.zoom.us/j/81336127312>

**OR**

- *[Smartphone]* Download and install the "Zoom Cloud Meeting" app from the Apple or Android app store, or from <http://www.zoom.us/>. Open the Zoom app, click "Join" button and enter the Meeting ID number (see above).

**OR**

- *[Audio dial-in only]* Dial +1 646-558-8656. Enter the Zoom Meeting ID number (see above), followed by the # sign.

**ROLL CALL TO CONVENE THE MEETINGS**

**COMMISSIONERS:**

Chair Reg Foster  
Vice Chair Karen Hughey  
Treasurer Eleanor Evans  
Commissioner Penny Kirk  
Commissioner Ed Scheideler

**NHA STAFF:**

Angie Medeiros, Executive Director & Secretary

**GUESTS:**

Adequate notice of this meeting has been provided by the Secretary of the Needham Housing Authority (NHA) by preparing a Public Notice dated November 17, 2020 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.

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**AGENDA – REGULAR NHA BOARD & HRH LLC MEETINGS**

**CHAIR’S ANNOUNCEMENTS:**

**RESIDENT/TENANT INPUT:**

**DISCUSSION/APPROVAL ITEMS:**

1. Discussion & Approval:
2. Policy Update Process
  - Discussion & Approval: Policy on Resident Input at NHA Board Meetings
  - Substantial Deviation or Significant Amendment or Modification to the 5 Year Plan Policy
  - Discussion & Approval: Space Heating Policy
  - Discussion & Approval: Admissions & Continued Occupancy Policy Update
3. Discussion & Approval: Minutes of NHA Board Meetings:
  - 10/15/2020 Regular Meeting and High Rock Homes LLC Meeting
  - 10/29/2020 Public Hearing on NHA 2021 Annual Plan
4. Information & Discussion:
  - Status Update: Allowing staff to buy back 80 hours vacation time due to the COVID pandemic
  - Discussion: ED Performance Evaluation & Contract Renewal
5. Information & Discussion: Executive Director’s Report, Financial Report, Vacancy Report
6. Approval: NHA Bill/Check Warrant
7. Approval: HRH LLC Bill/Check Warrant

**RESOLUTION #2020-126**

To approve Policy on Resident Input at NHA Board Meetings

Upon a motion duly made by Commissioner \_\_\_ and seconded by Commissioner \_\_\_, it was (approved/disapproved) by (vote of \_\_\_ in favor, \_\_\_ against and \_\_\_ abstaining).

**RESOLUTION #2020-127**

To approve Space Heating Policy

Upon a motion duly made by Commissioner \_\_\_ and seconded by Commissioner \_\_\_, it was (approved/disapproved) by (vote of \_\_\_ in favor, \_\_\_ against and \_\_\_ abstaining).

**RESOLUTION #2020-128**

To approve Policy: Substantial Deviation or Significant Amendment or Modification to the 5 Year Plan

Upon a motion duly made by Commissioner \_\_\_ and seconded by Commissioner \_\_\_, it was (approved/disapproved) by (vote of \_\_\_ in favor, \_\_\_ against and \_\_\_ abstaining).

**RESOLUTION #2020-129**

To approve Policy: Admissions & Continued Occupancy Policy

Upon a motion duly made by Commissioner \_\_\_ and seconded by Commissioner \_\_\_, it was (approved/disapproved) by (vote of \_\_\_ in favor, \_\_\_ against and \_\_\_ abstaining).

**RESOLUTION #2020-130**

To approve Minutes of the following NHA Board Meetings:

- 10/15/2020 Regular Meeting
- 10/15/2020 High Rock Homes LLC Minutes.
- 10/29/2020 Public Hearing on NHA 2021 Annual Plan

**RESOLUTION #2020-131**

To approve payment of the bill roll/check roll listed on the Warrant dated October 1, 2020 in the amount of \$62,844.00 as follows:

Upon a motion duly made by Commissioner \_\_\_ and seconded by Commissioner \_\_\_, it was (approved/disapproved) by (vote of \_\_\_ in favor, \_\_\_ against and \_\_\_ abstaining).

**RESOLUTION #2020-132**

To approve payment of the bill roll/check roll listed on the Warrant dated November 17, 2020 in the amount of \$330,381.68 as follows:

Section 8: 117 vouchers.....	\$149,325.89
Payroll checks (10/14/2020) #501755-501774.....	\$ 24,202.33
Payroll checks 10/28//2020) #501775-501788.....	\$ 20,684.35
Payroll checks 11/10//2020) #501789-501804.....	\$ 28,730.24
1 <sup>st</sup> Batch A/P Checks (11/5/2020) #33037-#32069.....	\$44,347.08
2 <sup>nd</sup> Batch A/P Checks (11/17/2020) #33070-#33109.....	\$63,091.79

Upon a motion duly made by Commissioner \_\_\_ and seconded by Commissioner \_\_\_, it was (approved/disapproved) by (vote of \_\_\_ in favor, \_\_\_ against and \_\_\_ abstaining).

**RESOLUTION #HRH2020-28**

To approve payment of the bill roll/check roll listed on the Warrant dated November 17, 2020 in the amount of \$36,722.74as follows:

A/P Checks (11/17/2020) #3073-#3081 .....	\$36,722.74
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Upon a motion duly made by Commissioner \_\_\_ and seconded by Commissioner \_\_\_, it was (approved/disapproved) by (vote of \_\_\_ in favor, \_\_\_ against and \_\_\_ abstaining).

**RESOLUTION #2020-133**

To enter executive session to discuss strategy with respect to litigation, the nature of which cannot be publicly disclosed because it would compromise the purpose of the executive session. Following the executive session, the Board will adjourn for the evening.

**UPCOMING NEEDHAM HOUSING AUTHORITY BOARD MEETING DATES**

Thursday Dec. 17, 2020      6:00pm      Regular Meetings      Zoom Virtual Meeting

NHA Board Meeting Agenda  
November 17, 2020

Thursday Jan. 21, 2021

6:00pm

Regular Meetings

Zoom Virtual Meetings