

**NEEDHAM HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
HIGH ROCK HOMES LLC MEETING  
Thursday September 17, 2020 6:00 PM**

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

**Zoom Meeting ID: 876 9393 2948**

*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/87693932948>

**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  
Gary Kuphal, Facilities and Maintenance Manager

**GUESTS:**

Adequate notice of this meeting has been provided by the Secretary of the Needham Housing Authority (NHA) by preparing a Public Notice dated August 18, 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:**

**APPROVAL/DISCUSSION ITEMS:**

1. Information & Discussion: Update on Covid-19 virus situation at NHA
2. Information & Discussion:
  - New Annual Plan Process
  - Process: Taking in-house: Section 8 Housing Choice Voucher Management
  - Process: Restarting Modernization & Redevelopment Initiative
  - Process: ED Contract Renewal
  - Update: on ERAP CPA Funding Application
3. Approval: 2020-2025 State Capital Improvement Plan
4. Policy Update Process
  - Approval: Lawn & Garden Policy
  - Approval: NHA Rent Collection Policy
  - Information: Update to Admissions & Continued Occupancy Policy
5. Discussion & Approval: Minutes of NHA Board Meetings:
  - 8/25/2020 Regular Meeting and High Rock Homes LLC Meeting
  - 8/25/2020 Executive Session
6. Information & Discussion: Executive Director’s Report, Financial Report, Vacancy Report
7. Approval: NHA Bill/Check Warrant
8. Approval: HRH LLC Bill/Check Warrant
9. Adjourn into Executive Session to discuss Strategy for Legal Matters

**RESOLUTION #2020-111**

To approve the Lawn and Garden 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 #2020-112**

To approve the Rent Collection 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 #2020-113**

To approve Minutes of the following NHA Board Meetings:

- 8/25/2020 Regular Meeting
- 8/25/2020 High Rock Homes LLC Minutes

**RESOLUTION #2020-114**

To approve 2020-2025 State Capital Improvement 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 #2020-115**

To approve payment of the bill roll/check roll listed on the Warrant dated September 02, 2020 in the amount of \$ 24,249.78 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 #2020-116**

To approve payment of the bill roll/check roll listed on the Warrant dated September 17, 2020 in the amount of \$ 396,874.31 as follows:

Section 8: 117 vouchers.....	\$146,045.29
Payroll checks (8/19/2020) #501697-501710.....	\$ 20,652.93
Payroll checks 9/2//2020) #501711-501726.....	\$ 20,532.68
A/P Checks (9/15/2020) #32940-#32979 .....	\$209,643.31

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

**RESOLUTION #HRH2020-26**

To approve payment of the bill roll/check roll listed on the Warrant dated September 17, 2020 in the amount of \$55,763.69as follows:

A/P Checks (9/15/2020) #3054-#3064 .....	\$55,763.69
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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 #2020-117**

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 Oct. 15, 2020	6:00pm	Regular Meetings	Zoom Virtual Meeting
Thursday Nov. 19, 2020	6:00pm	Regular Meetings	Zoom Virtual Meeting
Thursday Dec. 17, 2020	6:00pm	Regular Meetings	Zoom Virtual Meeting