

**NEEDHAM HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MONTHLY NHA & HIGH ROCK HOMES LLC MEETINGS**

Wednesday, December 10, 2025, 5:00 PM

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

**ATTEND IN PERSON:
Seabeds Way Community Room
34 Seabeds Way
Needham, MA 02494**

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

Zoom Meeting ID: 842 4944 1778

On March 28, 2025, Governor Maura Healey signed a new law for the purpose of extending the temporary provisions pertaining to the Open Meeting Law until June 30, 2027. This extension will allow the COVID-19 enacted measures allowing remote participation for board members to continue. This is the second time these popular provisions have been extended, allowing public bodies to continue holding meetings remotely without a quorum of the public body physically present at a meeting location, and to provide “adequate, alternative” access to remote meetings.

Accordingly, the NHA Board will hold this meeting in person, with the option for Commissioners and the public to attend in person or virtually via Zoom.

COMMISSIONERS:

Reg Foster, Chair
Jim Flanagan, Vice Chair
Amanda Berman, Treasurer
Janice Bennett, Resident Commissioner
Geoff Engler, Commissioner

NHA STAFF:

Cheryl Gosmon, Executive Director & Secretary
Michael Thorstad, Deputy Executive Director

GUESTS:

Matthew Zajac, Deputy Director, Planning and Development, (CHA)
Christian Abney, Project Manager, Planning and Development, (CHA)

The Secretary of the Needham Housing Authority (NHA) provided adequate notice of this meeting by preparing a Public Notice on December 5, 2025, setting forth the date, time, and place of this meeting. The notice was filed with the Clerk of the Town of Needham and provided to those who requested it.

AGENDA

REGULAR NHA BOARD & HRH LLC MEETINGS

Wednesday, December 10, 2025

ANNOUNCEMENTS FROM THE CHAIR

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

RESIDENT/COMMUNITY INPUT

Linden Chambers Resident Association (LCRA)
Residents/Community Input - discussion

DISCUSSION/APPROVAL ITEMS – NHA & HIGH ROCK HOMES LLC

A. Review & Approve:

- | | |
|--|--------------|
| 1. NHA Bill Schedule/Check Warrant | \$382,956.89 |
| 2. HRH LLC Bill Schedule/Check Warrant | \$18,685.18 |

B. The Consent Agenda:

1. NHA & HRH LLC Regular Monthly Meeting Minutes 11/19/2025
2. NHA Special Board Meeting Minutes 11/13/2025
3. Milne, Shaw & Robillard, PC Monthly Accountant's Report
4. NHA Monthly Vacancy & Workorder Report
5. NHA Tenant Accounts Receivable Report
6. NHA Tenant Accounts Receivable & Aging Report

C. NHA Policies:

1. **Review & Approve:** Draft NHA Private Use of Community Room Policy

D. Request for Proposals (RFP) for Independent Public Audit Services - Update

E. Executive Director's Report

1. HUD REAC Inspections - Update
2. Review & Discuss: Draft NHA Housekeeping Policy
3. Draft - NHA Parking Policy for Linden, Chambers, Captain Robert Cook Drive, and Seabeds Way – Placeholder
4. Draft - Admissions and Continued Occupancy Policy (ACOP) and Housing Opportunity Through Modernization Act (HOTMA) – Placeholder
5. Housing Opportunity Through Modernization Act (HOTMA) – Placeholder

F. Status Updates: Preservation & Redevelopment Initiative (PRI)

1. Seabeds Way Preservation & Modernization Project (CHA)
2. Linden Terrace Phase 1A Redevelopment Project
3. Monthly Reports
 - Cambridge Housing Authority
 - AHSC Peabody Developer LLC

NHA Board Meeting Agenda
December 10, 2025

4. Administrative

G. New Business

1. 2025 Executive Director Performance Review Process and Schedule

H. Adjournment of the Regular NHA & HRH LLC Meetings

Informational Item –

- NHA Website – Signed Proposal with Arcem Digital Solutions
- CBIZ Contract – New Fee Accountant
- Springwell December Newsletter
- Letter to Sarah Byrnes, Director of Mass Union
- Notice to Residents on HUD REAC Inspection

Next Scheduled NHA & HRH LLC Board Meeting Dates:

Wednesday, December 17, 2025 @ 5:00 PM	Linden/Chambers Community Room	2026 Budget Meeting
Wednesday, January 21, 2026 @ 5:00 PM	Seabeds Way Community Room	Monthly Meeting
Wednesday, February 18, 2026 @ 5:00 PM	Linden/Chambers Community Room	Monthly Meeting
Wednesday, March 18, 2026 @ 5:00 PM	Seabeds Way Community Room	Monthly Meeting