NEEDHAM HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONTHLY MEETING & HIGH ROCK HOMES LLC MEETING
Thursday, November 19, 2026, 5:00 PM
---AGENDA---

NOTE: THIS WILL BE A "HYBRID" MEETING

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

THE PUBLIC MAY ATTEND IN PERSON OR ON A VIRTUAL BASIS:
Please use your browser and go to Zoom.us and join the meeting at:
Zoom Meeting ID:
Webinar ID 849 2646 4194

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 as an in-person meeting, with the option for Commissioners and the public to attend in person or virtually via Zoom.

ROLL CALL TO CONVENE THE REGULAR NHA & HRH LLC MEETINGS

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 Martin, CHA Dep. Dir. of Planning
Franny Xi Wu, CHA Project Manager, P & D
Betsy Collins, VP of Development, Peabody Properties
Mike Mattos, President & Exec. Dir., AHSC

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The Secretary of the Needham Housing Authority (NHA) provided adequate notice of this meeting by preparing a Public Notice on Monday, November 16, 2026, 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 those who requested it.

AGENDA
REGULAR NHA BOARD & HRH LLC MEETINGS
Thursday, November 19, 2026

ANNOUNCEMENTS FROM THE CHAIR

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

RESIDENT/COMMUNITY INPUT

Residents/Community Input – discussion

DISCUSSION/APPROVAL ITEMS – NHA & HIGH ROCK HOMES LLC

A. Review and Approve:

1. NHA Bill Schedule/Check Warrant
2. HRH LLC Bill Schedule/Check Warrant

B. The Consent Agenda:

1. NHA & HRH LLC Monthly Board Meeting Minutes 10/15/2026
2. NHA & NDC Special Board Meeting Minutes 11/04/2026
3. CBIZ September Monthly Financial Reports
   - Tenant Accounts Receivable Quarterly Report
   - NHA 400-1 September 2026 Quarterly Statement
   - NHA 689-1 September 2026 Quarterly Statement
   - NHA September 2026 Modernization Cost Report
4. NHA Monthly Vacancy & Work Order Report
5. NHA Tenant Accounts Receivable & Aging Report

C. Review and Approve:

1. Draft amended NHA Waste Removal and Recycling Policy
2. Draft amended NHA Work Order Policy & Procedures with Exhibit A: Chart of Work Order Priority Classifications/Categories
3. Draft NHA Cybersecurity Policies
   i. Draft NHA Employee AI Acceptable Use Policy - prepared by TeamLogicIT
   ii. Draft NHA Technology Acceptable Use Policy - prepared by TeamLogicIT
   iii. Draft NHA Written Information Security Policy (WISP) - prepared by TeamLogicIT
   iv. Supplemental Documents:
      - EOHLC PHN 2026-12: Cybersecurity Alert: Protecting LHA Funds and Financial Accounts
      - 201 CMR 17.00: Standards for the Protection of Personal Information of Residents of the Commonwealth

D. Status Update & Next Steps: Linden/Chambers Residents Association (LCRA)

E. Executive Director's Report

1. HUD NSPIRE Inspections - Corrective Action – Summary
2. Newton Community Development Foundation (NCDF) – Update
3. Tenant's Accounts Receivable – ED's Monthly Update
4. Director of Financial Operations Search – Update
5. NHA Salary Comparison Analysis – Update
6. 2027 Budget Review & Approval Process -- Preview
7. Draft NHA Comprehensive Maintenance Program & Operations Plan – Placeholder

F. External Updates and Approvals: Preservation & Redevelopment Initiative (PRI)

1. Seabeds Way Preservation Project
   - Project Update by CHA
2. Linden Terrace Phase 1A Redevelopment Project
   - Project Update by Peabody & AHSC
3. Monthly Reports:
   - Cambridge Housing Authority
4. HRE Community Planning Grant - Placeholder
5. Administrative

G. Internal Initiative

1. Homework Club - Update

H. New Business –

1. Review and Approve: Board Award Resolution for ADA Ramp, walkway, and patio upgrade, 1415 Great Plain Ave. (689), Project #203101, low bidder Frederico Co. in the amount of $229k
2. Review and Approve: Certificate of Final Completion (CFC) Project #203099 – Mike's Construction Co., Inc. - Basement Kitchen Upgrade (689)
3. Review: Request for Designer Services (RFS) – Federal Pacific Electric (FPE) Panel Replacements (667-3)
4. Review: Executive Director 2026 Performance Evaluation Process
5. Confirm or Adjust: Date for February 2027 Monthly Board Meeting

I. Adjournment of the Regular NHA & HRH LLC Monthly Meetings

Informational Items –

- Resident Services Coordinator (RSC) Quarterly Report
- Family Self-Sufficiency (FSS) Quarterly Report
- Afterschool Program Flyer

Next Scheduled NHA Board & HRH LLC Meeting Dates:

Thursday, December 10, 2026 @ 5:00 PM	Linden/Chambers Community Room	NHA Annual Budget Meeting
Thursday, December 17, 2026 @ 5:00 PM	Linden/Chambers Community Room	Monthly Meeting
Thursday, January 21, 2027 @ 5:00 PM	Seabeds Way Community Room	Monthly Meeting