REGULAR NHA BOARD & HRH LLC MEETINGS
& ANNUAL MEETING MINUTES
Friday, July 18, 2025, 2:30 PM

COMMISSIONERS:

Reginald Foster, Chair
Jim Flanagan, Vice-Chair
Janice Bennett, Resident Commissioner
Geoff Engler, Commissioner
Amanda Berman, Commissioner

NHA STAFF:

Cheryl Gosmon, Exec. Director & Secretary

Chair Foster called the meeting to order at 2:31 PM. Chair Foster called the roll of commissioners: Reg Foster, Jim Flanagan, Janice Bennett, Geoff Engler, and Amanda Berman, all of whom reported as present. Chair Foster stated that the NHA secretary provided adequate notice of this meeting by preparing a Public Notice dated July 11, 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.

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

There were no Chair announcements.

RESIDENT/COMMUNITY INPUT
Chair Foster opened the meeting to resident input and recognized Mr. Ross Donald, Chair of the Linden Chambers Resident Association (LCRA). Mr. Donald provided a report on recent LCRA activities and made comments on various other matters.

Chair Foster recognized resident Hellen Giragosian who provided her comments on various matters. Ms. Giragosian thanked the NHA and its maintenance team's staff members for efficiently performing the recent installation of air conditioners in the residents' units and repaired her refrigerator. She provided comments on other various matters.

Chair Foster recognized resident Sue Biasizzo who provided her comments on various matters.

Chair Foster recognized the NHA Executive Director, Ms. Cheryl Gosmon, who provided her comments on resident Helen Giragosian's comments.

In response to the LCRA chair Ross Donald's comments, Chairman Foster commented that the NHA will eventually repair the existing potholes on the roadway and parking lot surface at 5 Chambers Street (Linden/Chambers), which has not occurred to date due to funding constraints. Chair Foster also reiterated that the NHA continues to offer the LCRA office space at 21 Highland Circle.

In response to the LCRA chair Mr. Ross Donald's comments regarding the NHA providing office space to the LCRA, Commissioner Bennett commented that the NHA Community Rooms are available to schedule and hold LCRA meetings when not in use for other events.

Chair Foster recognized Carol Briggs who provided her comments on various matters. He provided response comments regarding her comments.

DISCUSSION/APPROVAL ITEMS – NHA & HIGH ROCK HOMES LLC

A. Review & Approve:

1. NHA Bill Schedule/Check Warrant

   Motion and Vote

   Upon a motion made by Commissioner Foster and seconded by Commissioner Flanagan, the Board voted to approve the July 18, 2025 NHA Bill Schedule/Check Warrant in the amount of $593,088.59.

   Chair Foster called the roll of Commissioners in favor of this motion:
   Commissioner Foster votes aye; Commissioner Flanagan votes aye; Commissioner Bennett votes aye; Commissioner Engler votes aye; Commissioner Berman votes aye.
   The motion carried. The vote was 5-0-0.

2. HRH LLC Bill Schedule/Check Warrant

   Motion and Vote

   Upon a motion made by Commissioner Foster and seconded by Commissioner Flanagan, the Board voted to approve the July 18, 2025 HRH LLC Bill Schedule/Check Warrant in the amount of $32,677.20.

   Chair Foster called the roll of Commissioners in favor of this motion:
   Commissioner Foster votes aye; Commissioner Flanagan votes aye; Commissioner Bennett votes aye; Commissioner Engler votes aye; Commissioner Berman votes aye.
   The motion carried. The vote was 5-0-0.

B. The Consent Agenda:

Chair Foster delivered an update on the following items:

1. NHA & HRH LLC Regular Monthly Meeting Minutes 5/15/2025
2. NHA Board of Commissioners Special Meeting Minutes 6/10/2025
3. NHA & HRH LLC Regular Monthly Meeting Minutes 6/17/2025
4. NHA Board of Commissioners Special Meeting Minutes 6/30/2025
5. Milne, Shaw & Robillard, PC Monthly Accountant's Report
6. NHA Monthly Vacancy & Workorder Report
7. NHA Tenant Accounts Receivable Report
8. NHA Tenant Accounts Receivables & Aging Report
9. Babson College Donation to Cook's Afterschool Program- $1,000.00

C. Executive Director's Report:

The Executive Director, Ms. Gosmon, reported on the following items:

1. Status Update: Draft – Admissions and Continued Occupancy Policy (ACOP) and Housing Opportunity Through Modernization Act (HOTMA) – Placeholder
2. Discussion: NHA Website update
   Commissioner Engler asked Ms. Gosmon to clarify the NHA's information technology (IT) solutions need of both upgrading its website and obtaining additional IT support, which she confirmed. Ms. Gosmon noted that she has talked to representatives of various companies, including two named Civics Plus and Team Logic, that provide IT solutions for overhauling websites. Ms. Gosmon noted Team Logic is the leading company for NHA to possibly select to overhaul its website. Commissioner Berman asked whether this is a scenario where the NHA will need to bid to hire an IT company such as Team Logic. Chair Foster answered Commissioner Berman's question.
3. Status Update: Housing Opportunity Through Modernization Act (HOTMA) – update

D. Status Update: Search for a New NHA Fee Account

E. Status Updates and Approvals: Preservation & Redevelopment Initiative (PRI)

Chair Foster delivered an update on the following items:

1. Linden Terrace Phase One A Redevelopment Project. Chair Foster provided an update on this project and noted that there was no announcement from HLC to date, but the NHA isn't expecting approval.
2. Seabeds Way Preservation & Modernization Project: Chair Foster provided an update on this project. He noted the Board approved the Notice to Proceed, a letter was mailed, and the first kick-off meeting occurred. He made additional comments.
3. Monthly Reports:
   - Cambridge Housing Authority
   - AHSC Peabody Developer LLC

   Chair Foster provided an update.
4. Administrative: Chair Foster provided an update.

F. Status Update – Internal Initiatives

Ms. Gosmon delivered an update on the following items:

- FSS Program Quarterly Report
- ROSS Program Quarterly Report
- Resident Services Coordinator Quarterly Report

G. New Business

H. Adjournment of the Regular NHA & HRH LLC Meeting

<u>Informational Items</u>

Ms. Gosmon delivered an update on the following items:

- Springwell July Newsletter
- Community Room Harmony Guidelines
  Ms. Gosmon asked the Board to review and consider the Community Room Harmony Guidelines as a new policy in the next (August 21, 2025) regular NHA Board meeting. Ms. Gosmon noted Laurie Blake, the NHA Resident Services Coordinator, brought this action item to attention to seek approval from the Board as an eventual new policy to positively increase residents' attendance in the NHA Board monthly regular meetings.
- EOHLC – Public Housing Notice 2024-23

Motion and Vote
Upon a motion duly made by Commissioner Foster and seconded by Commissioner Flanagan to adjourn the meeting at 3:53 PM.

Chair Foster called the roll of Commissioners in favor of this motion:
Commissioner Foster votes aye; Commissioner Flanagan votes aye; Commissioner Bennett votes aye; Commissioner Engler votes aye; Commissioner Berman votes aye.
The motion carried. The vote was unanimous, 5-0-0.

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Respectfully submitted by
Michael Thorstad