

**REGULAR NHA BOARD & HIGH ROCK HOMES LLC MEETINGS  
MEETING MINUTES**

**Thursday, August 20, 2026, 5:00 PM**

**COMMISSIONERS:**

Reginald C. Foster, Chair  
Jim Flanagan, Vice Chair  
Amanda Berman, Treasurer  
Janice Bennett, Resident Commissioner (remote)  
Geoff Engler, Commissioner

**NHA STAFF:**

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

**GUESTS:**

Margaret Donnelly Moran, Deputy Executive Director of Development, Planning and Development, CHA (remote)  
Matthew Martin, Deputy Director of Planning and Development, CHA (remote)  
Franny Xi Wu, Project Manager, Planning and Development, CHA (remote)

Chairman Foster called the meeting to order at 5:10 PM. He called the roll of Commissioners with all five commissioners reporting present on Thursday, August 20, 2026, for the Needham Housing Authority (NHA) Board & HRH LLC regular monthly board meeting: Reginald Foster, Jim Flanagan, Amanda Berman, Geoff Engler, and Janice Bennett. He noted a quorum of all five commissioners. He stated that the NHA secretary provided adequate notice of this meeting, by preparing a Public Notice dated Thursday, August 13, 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 people requesting it.

Chairman Foster also noted for the record that this is a Hybrid meeting as permitted by the law signed by Governor Maura Healey, on March 28, 2025, for the purpose of extending the temporary provisions pertaining to the Open Meeting Law until June 30, 2027. This extension allows 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.

Chairman Foster also noted that the guests Margaret Moran, Franny Xi Wu, and Matthew Martin from the Cambridge Housing Authority (“CHA”), will be joining at around 6:00 PM for today’s meeting.

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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** – Covered later in this meeting after agenda item “B.”

Chair Foster noted that, with the NHA Board’s consent, anyone can speak for three minutes each. He commented that for the next NHA Board meeting, the NHA Board members would request

that if anybody wanted to speak during it, then each individual should let him as the Chair, the NHA E.D. Ms. Gosmon, and the NHA Deputy Executive Director (D.E.D.), know in advance.

Sue Biasizzo expressed her concerns about how up to date the NHA job openings are, particularly the vacant NHA Federal Public Housing Manager position that she referred to as the federal leasing manager position. Ms. Biasizzo commented that tenants want to speak with a leasing manager when they are doing their yearly or interim recertifications. She asked what the tenants can do since the NHA hasn't had one in a while. She commented that tenants need help with all the paperwork, and they want to meet with an experienced leasing manager to assist them with recertification, not an NHA staff member.

Ross Donald, President of the LCRA, commented that residents are informally assessing their current needs in relation to longstanding priorities, which are the condition of the NHA property at Linden Street and Chambers Street inside and out, the status of redevelopment, and other construction projects. Mr. Donald commented that residents anticipate a general residents meeting in September 2026 with the help of the NHA to discuss these current needs. He added related comments. He commented on various other issues and matters.

Marlene Costa, Treasurer of the LCRA, expressed her concerns about the electrical fire that recently happened at Seabeds Way earlier in the week, and she asked for an update on it. Ms. Costa then asked when the obsolete electrical circuit breaker boxes would be replaced in the buildings at Linden Street and Chambers Street. She added related comments. She also expressed her concerns about people continuing to smoke on NHA property, including the porches and decks near the laundry mats at Linden Street and Chambers Street.

Helen Giragosian expressed concerns about some tenants not understanding their lease. Ms. Giragosian commented that she had talked to the NHA Resident Services Coordinator, Laurie Blake, and NHA Senior State Public Housing Manager & Special Projects, Blair Fetzer, but not to Ms. Gosmon regarding this matter. She added related comments.

Cynthia Sabbagh commented about the petition from her and other Seabeds Way tenants that's signed by them, which relates to the Seabeds Way Preservation and Modernization Project ("SBW Project"). Ms. Sabbagh had given a hard copy of their petition to the NHA Board members and NHA staff earlier in this meeting. She explained the reasons for their petition. Ms. Sabbagh also commented positively about the NHA Maintenance staff's work over the past two weeks, and she thanked the NHA Director of Maintenance and Facilities, Greg Gillis. She added related comments. Chair Foster thanked Ms. Sabbagh. He asked if anybody else in attendance in the room and online had any other comments, but there was none to end the public comment period.

Chair Foster noted that the NHA Board of Commissioners received a copy of a petition titled "Seabeds Way Resident Petition" provided to them by Ms. Sabbagh at the beginning of this meeting, which was signed by numerous but not all Seabeds Way residents with some anonymous.

## **DISCUSSION/APPROVAL ITEMS – NHA & HIGH ROCK HOMES LLC**

### **A. Review and Discuss – Public/Tenant Participation Policies & Regulations that apply to NHA Board Meetings:**

1. Current Regulations & NHA Policies in Effect:
  - a. NHA Board Rules of Procedure for Board Agenda, Packet Preparation, & Proposing Agenda Items and/or Motions (approved 3/17/22)
  - b. NHA Roles & Responsibilities Playbook - Final (adopted 7/21/22)
  - c. NHA Public Participation Policy at NHA Board Meetings (approved 4/20/23)
  - d. 760 CMR 6.00 – Resident Participation, Grievance & LTO Revocation Regulations (revised 6/7/24)
  - e. Tenant Participation Policy (approved 4/17/25)
2. Policy for Public Participation in Needham Select Board Meetings (adopted 10/12/21)
3. Next Steps

Chair Foster noted the unusual agenda order. He began by introducing agenda item “A.” for the NHA Board to have a discussion of all the NHA policies with respect to the public and tenant participation. He commented that the NHA Board meetings have not been running very smoothly. He commented that Commissioner Berman has volunteered to lead agenda item “A.”. He briefly read aloud agenda items “A., 1., a. - e.”, and added related comments. He asked Commissioner Berman to facilitate the discussion on this agenda item. Commissioner Berman commented that she had asked the NHA Executive Director (E.D.), Cheryl Gosmon, what NHA policies were in place regarding tenant participation, which was for her to have an understanding of the written rules and processes that the NHA Board follow regarding how NHA Board meetings are to function and different avenues for tenants to communicate with the NHA in general. Commissioner Berman elaborated during her introductory discussion and summary. She expressed her views with comments.

Chair Foster noted that Commissioner Engler arrived in person at around 5:19 PM even though he was virtually attending (via Zoom) from the start of this meeting.

Chair Foster asked each NHA Board member for comments, and a lengthy discussion followed among them.

### **Motion and Vote**

Upon a motion duly made by Commissioner Berman and seconded by Commissioner Bennett to reapprove the Needham Housing Authority Public Participation Policy in NHA & HRH LLC Board of Commissioners Meetings, which was originally approved by the NHA Board on April 20, 2023, as submitted.

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; and  
Commissioner Berman votes aye.  
**The motion carried. The vote was 5-0-0.**

**B. Revocation of Recognition – Linden/Chambers Local Tenant Organization (LTO)**

1. **Review and Discuss** – track record in the past 1-2 years
2. **Review** – Requirements of 760 CMR ¶6.09(g)
3. Next Steps

Chair Foster introduced agenda item “B.”, and he asked the NHA E.D. Ms. Gosmon to lead the discussion. She commented that the Massachusetts Executive Office of Housing & Livable Communities (“EOHLC”) would be the entity that would revoke an LTO. Ms. Gosmon explained it’s her responsibility to provide a letter of warning to the LTO (a.k.a. the “Linden Chambers Resident Association” or “LCRA”) that will inform it and warn its members of their performance as an LTO group. She commented that a recommendation then would come from the warning if the parameters were not met. She commented that the warning letter will go out after this NHA Board meeting, and it will include the regulatory and policy requirements, documented and reported concerns, required corrective measures, response, review, and possible next actions. She commented that the NHA values meaningful democratic and respectful resident participation. She commented that effective LTOs give residents a voice and depend on the meetings, fair elections, accountable finances, and continuous working relationships with residents and the Housing Authority. She commented that the warning is under 760 CMR, Section 6.09, section (2) subsection (g), and it is based on her records and reports received to date. Ms. Gosmon reported that she has reached out to EOHLC regarding this matter.

Chair Foster commented to Ms. Gosmon that she has not drafted the letter to the LTO yet. He explained that the NHA is obligated to provide a formal thirty-day notice letter with particulars in it to the LTO and ask for it to respond to that. He commented that the NHA can consider what to do next after the formal letter’s thirty days. He noted that the NHA can’t take any direct action, but it could put in a formal request with all the details to EOHLC to revoke the charter of the current Linden/Chambers LTO. He provided additional comments. He asked each of the NHA Board members for any comments and discussion, and there were none.

**Motion and Vote**

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Flanagan to support the NHA E.D., Ms. Gosmon, to provide the thirty business day warning and notice of required corrective action letter to the Linden/Chambers LTO pursuant to 760 CMR, Section 6.09, section (2) subsection (g), which is the specific regulation that applies to this particular situation.

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; and Commissioner Berman votes aye.

**The motion carried. The vote was 5-0-0.**

**C. Review & Approve:**

1. NHA Bill Schedule/Check Warrant

**Motion and Vote**

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Engler to approve the August 20, 2026, NHA Bill Schedule/Check Warrant in the amount of \$646,381.73.

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; and 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 duly made by Commissioner Foster and seconded by Commissioner Berman to approve the August 20, 2026, HRH LLC Bill Schedule/Check Warrant in the amount of \$39,723.39.

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; and Commissioner Berman votes aye.

**The motion carried. The vote was 5-0-0.**

**D. The Consent Agenda:**

1. NHA & HRH LLC Monthly Board Meeting Minutes 7/16/2026
2. Monthly Financial Report – CBIZ
3. Quarterly Financial Report – CBIZ
  - i. Quarterly Operating Statements - 400-1
  - ii. Quarterly Operating Statements - 689-1
  - iii. Tenant Accounts Receivable (TAR)
  - iv. Voucher Management System (VMS) Report

4. NHA Monthly Vacancy & Work Order Report

5. NHA Tenant Accounts Receivable & Aging Report

Chair Foster asked Ms. Gosmon if all the Consent Agenda items were in the NHA Board packet, and she reported that “3. i. - iv.” were not. He then asked the NHA Board members if they accept all the Consent Agenda items, except for Consent

Agenda item “3.”, as a whole. He noted that none of the NHA Board members wanted to pull any Consent Agenda items out for discussion.

**Motion and Vote**

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Flanagan, the NHA Board approved the Consent Agenda items, except for item “3.” to be forthcoming, as a whole.

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; and Commissioner Berman votes aye.

**The motion carried. The vote was 5-0-0.**

**E. Review and Approve:**

1. Draft NHA Parking Policy for Captain Robert Cook Drive
2. Draft NHA Parking Policy for Seabeds Way
3. Draft NHA Parking Policy for High Rock Estates

Chair Foster introduced agenda item “E.”. He noted that there is a final draft version for the NHA Parking Policy for Captain Robert Cook Drive, NHA Parking Policy for Seabeds Way, and NHA Parking Policy for High Rock Estates, which are for the NHA Board’s consideration to approve. He deferred to Ms. Gosmon. She noted that the NHA Parking Policy for Linden/Chambers was approved by the NHA Board (on July 16, 2026) last month. She discussed that the draft NHA Parking Policy for Captain Robert Cook Drive, draft NHA Parking Policy for Seabeds Way, and draft NHA Parking Policy for High Rock Estates are before the NHA Board for consideration. She commented that changes were made where applicable in each of these draft NHA parking policies. She asked the NHA D.E.D., Michael Thorstad, to elaborate on the proposed changes. Mr. Thorstad noted that the NHA’s outside legal counsel, Casey Lundregan Burns, P.C., Attorneys at Law (“Casey Lundregan Burns”), incorporated the reasonable accommodations content into the NHA Parking Policy for Linden/Chambers. He briefly explained that the same reasonable accommodation content language was added into the draft NHA Parking Policy for Captain Robert Cook Drive and draft NHA Parking Policy for Seabeds Way, but it did not apply to the draft NHA Parking Policy for High Rock Estates. Chair Foster noted a minor formatting typo to be corrected in the draft NHA Parking Policy for Captain Robert Cook Drive and draft NHA Parking Policy for Seabeds Way.

**Motion and Vote**

Upon a motion made by Commissioner Berman and seconded by Commissioner Engler to approve the draft NHA Parking Policy for Captain Robert Cook Drive and the draft NHA Parking Policy for Seabeds Way subject to fixing the minor formatting typo, and the draft NHA Parking Policy - High Rock Estates as submitted, in single vote.

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; and  
Commissioner Berman votes aye.  
**The motion carried. The vote was 5-0-0.**

4. Revised NHA Work Order Policy & Procedures with Exhibit A: Chart of Work Order Priority Classifications/Categories  
Chair Foster introduced agenda item “E. 4.”. He deferred to Ms. Gosmon who noted that the original NHA Work Order Policy & Procedures was approved by the NHA Board on May 20, 2026. She explained that significant revisions were made to the work order classifications/categories, as shown in the redline version of the revised NHA Work Order Policy & Procedures with Exhibit A: Chart of Work Order Priority Classifications/Categories, which is in the board packet for the NHA Board’s review. She commented that the NHA is developing an efficient process in how it manages the work orders and how to communicate this to the NHA staff. A discussion followed.

**Motion and Vote**

Upon a motion made by Commissioner Berman and seconded by Commissioner Flanagan to approve the revised NHA Work Order Policy & Procedures with Exhibit A: Chart of Work Order Priority Classifications/Categories as submitted.

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; and  
Commissioner Berman votes aye.  
**The motion carried. The vote was 5-0-0.**

**F. Review and Discuss:**

1. Director of Financial Operations Position  
Chair Foster noted that the draft Director of Financial Operations position’s description was in the board packet for the NHA Board’s review, and he asked Ms. Gosmon to discuss it. She commented that Commissioner Berman made small changes to this position’s draft job description and did a great job updating it that’s very clear and professional. She explained that Commissioner Berman shared the name of a staffing consultant with her that may help the NHA with the candidate search process. Ms. Gosmon reported that she has attempted to reach out to that consultant, but she hasn’t connected yet. She added related comments. A discussion followed.

**G. Review and Discuss:**

1. Draft NHA Reasonable Accommodation Policy  
Ms. Gosmon noted that the NHA Board members have received a copy of the redline draft NHA Reasonable Accommodation/Modification Policy and Procedures under separate cover twice. She explained that this draft NHA policy

is a comprehensive overhaul by Casey Lundregan Burns that's helping the NHA to revise it. Ms. Gosmon commented that it is a great draft revised version of this NHA policy, and not much the NHA wants to add or change to it. She asked the NHA Board members for their guidance and direction after they take more time to review it. She added related comments. No discussion followed.

2. Draft NHA Cyber Security Policy – prepared by TeamLogicIT  
Ms. Gosmon noted that she needs to develop this draft NHA policy along with the NHA's IT consultant TeamLogicIT, which is based on "201 CMR 17.00: Standards for the Protection of Personal Information of Residents of the Commonwealth, Sections 17.01 - 17.05". She explained that the NHA protects its residents' personal information already, but it now is going to engage TeamLogicIT to develop this NHA policy and have it reviewed by the NHA's legal counsel. She added related comments. A discussion followed.
3. Draft NHA Section 8 Program Administrative Plan – Table of Contents  
Ms. Gosmon commented that a copy of the Table of Contents to the draft NHA Section 8 Program Administrative Plan was put into the board packet for the NHA Board's review, which will be a lengthy document from using the Nan McKay and Associates, Inc. (February 2026) Model Administrative Plan Files. A brief discussion followed.
4. Draft NHA Comprehensive Maintenance Program & Operations Plan  
Ms. Gosmon explained that the draft NHA Comprehensive Maintenance Program & Operations Plan is being worked on by her and she is making some necessary changes to it. She noted that the NHA Board members have a copy of this draft NHA policy in the board packet for their review, but it is a working document with more to come.

#### **H. Executive Director's Report**

Ms. Gosmon delivered an update and reported on the following agenda items:

1. HUD NSPIRE Inspections - Corrective Action – Update
2. Memo to the NHA Board on amendment to approved Admissions and Continued Occupancy Policy (ACOP) for the Public Housing Program

#### **Motion and Vote**

Upon a motion duly made by Commissioner Flanagan and seconded by Commissioner Engler to approve an amended version of the approved NHA Admissions and Continued Occupancy Policy (ACOP) for the Public Housing Program that includes the changes made to the NHA Rent Collection Policy (amended and approved by the NHA Board on July 16, 2026).

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; and Commissioner Berman votes aye.

**The motion carried. The vote was 5-0-0.**

3. Memo to the NHA Board on the CRCDD pumping station – Status Update  
Ms. Gosmon reported that she received an email response from Mike Retzky, Superintendent of the Town of Needham’s Dept. of Public Works - Water, Sewer, and Drains Division regarding the pumping station’s recent activity at Captain Robert Cook Drive. She noted that a copy of Mr. Retzky’s email was in the board packet to inform and update the NHA Board members on this matter.
4. Newton Community Development Foundation (NCDF) – Status Update  
Ms. Gosmon reported that the NHA and NCDF are having biweekly transition meetings (via Zoom) regarding NHA’s preliminary plan to take over the Project Based Voucher (PBV) rental program from NCDF. A brief discussion followed.

**I. Status Updates and Approvals: Preservation & Redevelopment Initiative (PRI) – partially covered earlier in the meeting.**

**1. Seabeds Way Preservation Project**

- **Project Update by CHA**

Margaret Moran joined (via Zoom) the meeting at approximately 6:05 PM.

Franny Xi Wu joined (via Zoom) the meeting at approximately 6:09 PM.

Matthew Martin joined (via Zoom) the meeting at approximately 6:25 PM.

Franny Xi Wu presented the CHA monthly consulting activity status report (dated August 14, 2026) to the NHA Board regarding the Seabeds Way Preservation Project. Ms. Xi Wu reported on the design and construction updates. She commented that the SBW Project is moving steadily toward closing, and CHA expects it to hopefully happen in November 2026 if everything lines up. She reported that the general contractor, Colantonio Inc. (“Colantonio”), responded to comments from the CHA and NHA on the Guaranteed Maximum Price (“GMP”) package that they are reviewing before signing the construction management agreement for contract execution. She noted that the construction closing is unlikely to occur by Colantonio’s original bid expiration date of September 2, 2026. She also noted that some of the pricing from Colantonio’s subcontractors could move or fluctuate, and CHA has found ways to absorb that within the existing budget without losing scope. She commented that Colantonio is negotiating with its subcontractors to put together final pricing assuming a November 2026 closing.

Ms. Xi Wu reported that radon testing was conducted by EBI Consulting (“EBI”) in Seabeds Way units the past month, and a non-feasibility letter was issued by it. She reported that EBI’s radon testing found seven (of the twenty-eight) Seabeds Way units tested have radon above the U.S. Environmental Protection Agency (“EPA”) action level. She explained that the CHA is working with the architects at Bargmann Hendrie + Archetype Architect, Inc. (“BH+A”) to design a mitigation plan and measures as a fix, which would be during construction to install a sub-slab depressurization system having a fan pull soil gas out from under the slab and vent it above the roof for cost savings. She added related comments.

Ms. Xi Wu reported that the NHA paid an invoice from Eversource Energy (“Eversource”) for the overhead utility poles to be installed after the removal of trees at the SBW Project site, and it is ready to mobilize to do this work. She explained that the NHA is reviewing a draft Request for Proposal (“RFP”) from the CHA to eventually procure an arborist and tree-services, hopefully under 50K to not do a full procurement process. She added related comments.

Ms. Xi Wu reported that members of the CHA construction team, BH+A, and Colantonio met with the Town of Needham’s Building Commissioner and Conservation Commission. She explained that the CHA and Colantonio are pulling together the information and documentation to submit a Notice of Intent (“NOI”) to ConsComm, which will document the wetland area and the tree cutting, removal, and replacement requirements from a survey to be completed.

Ms. Xi Wu noted that the updated temporary tenant relocation plan has new financial closing and construction dates that shifted. She commented that the Early Move Interest Form will be circulated to the tenants at Seabeds Way.

Regarding the financing for the SBW Project, Ms. Xi Wu reported that the NHA executed the Massachusetts Housing Partnership (“MHP”) permanent loan Commitment Letter and paid the commitment fee.

Ms. Xi Wu reported that the tax-exempt 501(c)(3) bonds were cleared or approved by the Massachusetts Development Finance Agency (“MassDevelopment”) committee and went through a public TEFRA hearing. She commented that the Governor’s Certificate is the last step to complete the federal approval chain for the bonds to be issued on a tax-exempt basis, which is expected by the end of August 2026.

Ms. Xi Wu explained that the CHA, the NHA, and NHA’s legal counsel Klein Hornig LLP (“Klein Hornig”) are having weekly (legal and business construction-loan) closing calls with J.P. Morgan Chase (“JPMC”) on the construction loan, MHP on the permanent loan and 2025 Climate Ready Housing program funding, MassHousing on the DOER decarbonization grant, MassDevelopment on the tax-exempt bonds, and legal counsels. She reported that the CHA is responding to all the lenders’ due-diligence requests and firming up the numbers, including doing some accounting verification and auditing the project’s monthly construction draw with them. She reported that the NHA and CHA are working to assemble the next draw for the Local Initiatives Support Corporation (“LISC”) predevelopment loan. She added related comments and concluded to take any questions. Chair Foster commented that Ms. Xi Wu gave a great report.

Chair Foster discussed the proposed “Needham Housing Authority Construction Contract for Construction Management Services, Owner -

Construction Manager Agreement” between the owner NHA Seabeds Way LLC and the construction manager Colantonio, which is not signed but being updated.

With respect to the momentum toward the closing for financing the SBW Project, Chair Foster commented on the weekly meetings that are taking place via Zoom and Microsoft Teams between the parties involved to figure out all the details and documents needed.

Chair Foster commented that the target closing date timeframe is sometime in November 2026, and then construction activity may possibly start by the end of December 2026 or in January 2027 for the SBW Project. He added related comments.

#### Review & Approve – Updated Temporary Tenant Relocation Plan

Chair Foster introduced the updated Temporary Tenant Relocation Plan, and he commented on it. He asked Ms. Xi Wu and Ms. Moran if they had anything they wanted to add. Ms. Xi Wu noted the changes were new financial closing and construction dates in the updated Temporary Tenant Relocation Plan that more accurately reflects the construction renovation period or timeline. A lengthy discussion followed.

#### **Motion and Vote**

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Flanagan to approve the updated “Seabeds Way Resident Relocation & Unit Assignment Plan and Agreement, Revised August 2026”, also known as the Temporary Tenant Relocation Plan”, subject to the understanding that it will be amended with the building sequence order which is 22 Seabeds, 26 Seabeds, 46 Seabeds, and 34/40 Seabeds.

#### 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; and Commissioner Berman votes aye.

**The motion carried. The vote was 5-0-0.**

2. Linden Terrace Phase 1A Redevelopment Project
  - Project Update by Peabody & AHSC: No report.  
Chair Foster noted there is nothing new to report on this project.
3. Monthly Report: Cambridge Housing Authority – covered earlier in the meeting.
4. HRE Community Planning Grant - Placeholder.
5. Administrative

#### **J. Status Updates – Internal Initiatives**

Chair Foster noted there are no new internal initiatives.

## **K. New Business –**

1. Discuss: Annual Report by Executive Director  
Chair Foster introduced the 2025 Annual Report from the NHA E.D. Ms. Gosmon. He asked the NHA Board members if they had any questions for her. There were none. He commented positively about it. He noted that the NHA Board doesn't need to approve but discuss and accept it.
2. Discuss and Approve: EOHLC Amendment #10 for \$312,073.88 to the Contract for Financial Assistance (CFA)  
Chair Foster introduced the EOHLC Amendment #10 to the Contract for Financial Assistance (CFA) 5001 in the amount of \$312,073.88 (the "Amendment #10 to the CFA"), and he deferred to Ms. Gosmon to discuss it. She noted that this Amendment #10 to the CFA will require approval by the NHA Board, and it supports the NHA's 667-1, 667-2, and 667-3 programs by increasing the current CFA's total amount from \$3,081,550.05 to \$3,393,623.93. She added related comments. Chair Foster commented that he will sign this document by Docusign once the NHA Board approves it after this meeting.

### **Motion and Vote**

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Flanagan for the NHA Board to accept the EOHLC Amendment #10 to the Contract for Financial Assistance (CFA) 5001 in the amount of \$312,073.88 as submitted and approve it to be signed via Docusign by the NHA Board Chair Foster.

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; and Commissioner Berman votes aye.

**The motion carried. The vote was 5-0-0.**

3. Discuss and Approve: Contract between NHA and Northshore Exterior Experts Inc. for window and siding replacement - Matthews House (Project#203096)  
Chair Foster introduced the proposed Owner-Contractor Agreement, between the NHA and Northshore Exterior Experts Inc., for the EOHLC Project #203096 window replacement, selective siding replacement, and full exterior painting at 689-1 (1415 Great Plain Ave., Needham, MA, a.k.a. the "Matthews House"). Ms. Gosmon noted that this Owner-Contractor Agreement's contract amount is \$99,500.00. She added related comments. A brief discussion followed.

### **Motion and Vote**

Upon a motion duly made by Commissioner Berman and seconded by Commissioner Engler to approve the award of the Owner-Contractor Agreement in the contract sum of \$99,500.00 to Northshore Exterior Experts Inc. (as the contractor that provided the lowest bid) for the EOHLC Project #203096's

window replacement, selective siding replacement, and full exterior painting at 689-1 (1415 Great Plain Ave.), as submitted.

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; and Commissioner Berman votes aye.

**The motion carried. The vote was 5-0-0.**

#### 4. 2025 Audits – Placeholder

### **L. Adjournment of the Regular NHA & HRH LLC Monthly Meetings**

#### **Motion and Vote**

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Flanagan to adjourn the meeting at 7:44 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; and Commissioner Berman votes aye.

**The motion carried. The vote was 5-0-0.**

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Respectfully submitted by:  
Michael Thorstad, Deputy Executive Director