SPECIAL NHA BOARD MEETING
MEETING MINUTES
Monday, May 11, 2026, 9:30 AM

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

NHA STAFF:
Cheryl Gosmon, Executive Director & Secretary (remote)
Michael Thorstad, Deputy Executive Director (remote)

GUEST:
Matt Zajac, Deputy Director, Planning and Development, Cambridge Housing Authority (CHA)
Christian Abney, Project Manager II, Planning and Development, CHA

Chair Foster called the meeting to order at 9:33 AM. He called the Roll of Commissioners with all five (5) commissioners reporting present on Monday, May 11, 2026. He noted the presence of a quorum.

Chair Foster stated that the Secretary of the Needham Housing Authority (NHA) provided adequate notice of this meeting by preparing a Public Notice dated May 6, 2026, setting forth the date, time, and place of this meeting. The said notice was filed/posted with the Clerk of the Town of Needham and provided to people requesting it.

Chair Foster noted for the record that the meeting is a Virtual-Only 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. Virtual Only meetings are allowed under the extension of the amendments to the MA Open Meeting Law.

Chair’s Announcements (Including matters that could not be reasonably anticipated before the meeting): Chair Foster announced this is a special meeting. He welcomed the guests Matt Zajac and Christian Abney, both from CHA. He shared the agenda (via remote screen share), read aloud each agenda item, and briefly commented on those items that require the NHA Board to review, discuss, and approve.

Resident/Community Input
No questions or comments from any residents and attendees. No community input was provided.

Discussion/Approval Items – NHA

1. <u>**Preservation of Seabeds Way Project – Status Update**</u>
   Chair Foster asked Matt Zajac, from CHA, to provide, first, a general status update on the Seabeds Way Preservation and Modernization Project ("SBW Project") and, second, discuss agenda item "2." Mr. Zajac provided a high-level update on the SBW Project. Mr. Zajac noted positive progress has been made toward moving the SBW Project into the closing phase. He thanked Chair Foster for his hard work related to the Town of Needham's approval of the 804K Community Preservation Act (CPA) Funding Grant for the SBW Project, which occurred in a recent town meeting. He commented that these additional CPA funds will help to replace the roofs on the buildings at Seabeds Way and allowing the solar program to move forward for eventual purchase and installation of solar panels. He reported on working through the Concept Call submission with the U.S. Department of Housing and Urban Development (HUD) and obtaining approval from HUD's Office of Fair Housing and Equal Opportunity (FHEO) after it accepted its initial review and signed off. He discussed various important other aspects of the SBW Project and land use challenges, including the (engineering) plan for electric/electrical, fire, and communication utilities on the property site and the utility provider Eversource's decision to pursue the above ground option (not below ground or underground option). He provided additional related comments and then transitioned to the items for the NHA Board review and approval in Agenda Item "2."

2. <u>**Review and Approve**</u>
   Award Construction Management Services Engagement for the Seabeds Way Project
   Matt Zajac discussed the selection process and proposals reviewed for a general contractor ("GC") to be hired to complete the SBW Project. He reminded the NHA Board of some related background and previous activity that has occurred, including the Request for Proposal (RFP) for Construction Management Services with a Guaranteed Maximum Price (GMP) that was issued on March 12, 2026, by the NHA and CHA. He noted that the SBW Project was advertised with an estimated construction budget of 12.3M, and CHA communicated this to many firms that it has worked with in the past. He reported that there was a strong initial response to this RFP. He noted that an optional pre-bid site walk was conducted (on March 25, 2026) by CHA and NHA with over ten (actually eleven) firms that participated, and they received nineteen technical questions from various potential respondents and a proposal from two large highly qualified construction general contracting firms: H. J. Russell & Company, LLC ("H. J. Russell & Company") and Colantonio Inc. ("Colantonio"). He commented that Colantonio was the firm that offered pre-construction consultant services to CHA and NHA on a small under 10K contract.

   Mr. Zajac reported that the NHA Selection Committee reviewed and evaluated each of the two proposals based on various criteria, including technical merit and price. He noted that the NHA Selection Committee consisted of himself, Bryan Mah (Deputy Director of Planning and Development for Construction, CHA), Jeff Pierre-Louis (Senior Construction Project Manager, CHA), Cheryl Gosmon (Executive Director of the NHA), Greg Gillis (Director of Maintenance and Facilities of the NHA), Commissioner Geoff Engler of the NHA Board of Commissioners, and Ben Wilson (Architect and Principal of Bargmann Hendrie + Archetype, Inc. (BH+A)).

Mr. Zajac then remotely shared his computer screen showing the NHA Memorandum regarding the Award of Contract for Construction Management Services with a GMP for the Preservation of Seabeds Way, from the NHA Executive Director (E.D.) Cheryl Gosmon to the NHA Board, which is on pages 3-6 in the board packet. He discussed the content of this Memo, including the information presented in the sections titled "Background", "Proposal Solicitation", "Selection Process and Proposal Reviews", and "Fee Proposals", "Negotiation", and "Summary".

Although both Colantonio and H.J. Russell & Company met the minimum qualifications, he explained that the NHA Selection Committee's initial technical review, evaluations, and scoring of each proposal, which found Colantonio's more favorable than H.J. Russell & Company. He summarized the NHA Selection Committee's members' individual technical evaluations and their assessments of the scoring criteria for each proposal, which determined Colantonio to have a higher total average score than H.J. Russell & Company:

- Colantonio Inc.: 96/100
- H.J. Russell & Company, LLC: 77/100

Colantonio distinguished itself through a more detailed and thorough construction management plan, value engineering approach, and demonstrated experience on similar occupied rehabilitation projects. Consequently, the NHA Selection Committee determined Colantonio was the strongest candidate.

Even though as part of the proposal submission companies were required to submit a sealed price proposal along with their technical proposals, he summarized the NHA Selection Committee's review of the sealed price proposals and scored criteria 5-6 only after scoring criteria 1-4, and the GMP proposals were summarized as follows:

- Colantonio Inc.: $12,299,355.00; and
- H.J. Russell & Company, LLC: $12,597,772.00.

He explained that Colantonio was scored as the strongest qualified bidder on both qualitative and quantitative criteria and provided a GMP slightly below the SBW Project's estimated budget, and this was the reason NHA invited this firm to negotiate. He reported the first round of negotiations occurred on Thursday, May 7, 2026, during which NHA, CHA, and BH+A initiated a value engineering process to identify cost savings while maintaining project scope and quality. He reported that, in this meeting, NHA accepted scope adjustments that totaled $80,250 in savings, and it expects that the negotiated GMP will be less than or equal to the originally proposed GMP of an amount not to exceed $12,299,355. He noted that, if negotiations with Colantonio are unsuccessful, the NHA reserves the right to discontinue negotiations and invite the next highest-ranked bidder, H.J. Russell & Company, to enter negotiations.

Based upon the evaluation of the proposals received, Mr. Zajac summarized that the NHA recommends awarding the Construction Management Services contract for the SBW Project to Colantonio, the final GMP will be negotiated between the NHA and Colantonio, and the NHA recommends the NHA Board authorize the NHA E.D. Cheryl Gosmon to enter into the contract with Colantonio insofar as final GMP is less than or equal to the originally submitted GMP of an amount not to exceed $12,299,355. He provided additional related comments.

Chair Foster asked if there were any questions or comments from the NHA Board. A discussion followed.

Chair Foster then remotely shared his computer screen showing the draft NHA Board Resolution, which is on pages 7-8 in the board packet. He asked Commissioner Engler, as a member of both the NHA Selection Committee and NHA Board, if he could make a motion for the NHA Board to approve and adopt the NHA Board Resolution to approve Colantonio Inc. as the NHA's selected construction manager of choice (to provide construction management services at a GMP contract) and authorize the NHA Selection Committee to complete the negotiations with this firm.

<u>Motion and Vote</u>
Upon a motion duly made by Commissioner Engler and seconded by Commissioner Janice Bennett to approve the NHA Board Resolution authorizing the NHA E.D. Cheryl Gosmon or her Designee to enter into a Contract with Colantonio Inc., of Holliston, MA, for Construction Management Services for the Preservation of Seabeds Way at a Guaranteed Maximum Price (GMP) less than or equal to $12,299,355.00, as submitted.

<u>Chair Foster called the roll of Commissioners in favor of this motion</u>:
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.

Seabeds Way Project – Plan for Temporary Resident Relocation - Draft
Chair Foster introduced the draft Plan for Temporary Resident Relocation document that's titled "Seabeds Way Resident Relocation & Unit Assignment Plan and Agreement", which is on pages 9-65 in the board packet. He then yielded to Matt Zajac, and this draft document was screen shared for everyone to view it. Mr. Zajac explained the intended purpose and reasons for this document. He commented that this document is intended to lay out the policies and procedures that will govern the temporary relocation of tenants during the SBW Project. He provided a reminder that every tenant at Seabeds Way will need to temporarily move when his or her unit is under construction because of the scope of work that will be too invasive for them to stay, which will be for about 4 months. He noted that the buildings will be renovated in sequence at Seabeds Way, and one building

will be completely vacant at a time. He commented that, once the NHA Board approves this temporary relocation plan, all tenants will get a copy and there will be a meeting to be scheduled with them to discuss the various features of it. Following that meeting, he commented that the residents will have individual meetings scheduled with Relocation Coordinators, who are CHA employees, to help them establish what their preferred relocation option is within this temporary relocation plan. He further discussed this dense draft document's plan for temporary resident relocation. He provided additional related comments and then concluded. Chair Foster asked if there were any questions or comments from the NHA Board. A discussion followed.

Motion and Vote

Upon a motion duly made by Commissioner Janice Bennett and seconded by Commissioner Berman to (1) approve and adopt the Seabeds Way Resident Relocation & Unit Assignment Plan and Agreement dated May 6, 2026, as submitted, and (2) authorize the NHA E.D. Cheryl Gosmon to submit it to HUD for review and approval.

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. **Review and Approve: NHA Procurement Policy Amendment: to enable NHA to take advantage of the procurement relief authorized by Chapter 286 of the Acts of 2022**

Chair Foster noted that there is no amendment to the NHA Procurement Policy, but there were some typos found and wordsmithing edits made to some of the content in the NHA Procurement Policy for NHA Board review, which were summarized in a NHA Decision Memorandum dated May 10, 2026, from himself and the NHA E.D. and Chief Procurement Officer Cheryl Gosmon to the NHA Board. Chair Foster apologized for sending (via email) this draft Decision Memorandum late to the NHA Board before this meeting, and he briefly screen shared this draft document.

Chair Foster screen shared the April 2026 Resonant Energy Proposal's Solar Analysis slide deck for the NHA to consider purchasing and installing a rooftop photovoltaic system at Seabeds Way, which he noted is in the board packet (on pages 66-109) and made brief comments about it. He commented that he would circle back to the Decision Memorandum that was circulated to the NHA Board over the past weekend.

Chair Foster then asked Matt Zajac for his comments, and he briefly stopped screen sharing the 2026 Resonant Energy Proposal - Seabeds Solar Voltaic Installation slide deck for him to speak. Mr. Zajac thanked Chair Foster and noted that there were a few things to underline about why this strategy makes sense to the NHA Board and then also the path ahead. He discussed some differences between 2026 Resonant Energy Proposal and the Sunwealth Power LLC ("Sunwelath") Proposal. He commented on why the direct purchase strategy is the more favorable approach with a cost of nearly 1M, versus the $0 upfront power purchase agreement. He mentioned the amount of savings that could be harnessed. He noted that, with the power purchase agreement, Sunwealth was really offering only a discount of plus or minus $.10 cents between the price that NHA would normally pay for electricity and the discounted price that Sunwealth would pay NHA. He then commented, whereas under the Resonant Energy Proposal, the NHA would directly own the solar arrays, and 100% percent of that savings or energy usage goes directly to NHA and its affiliates. He commented that the implication of this is essentially that the electricity bill for Seabeds Way would be wholly eliminated. He then discussed the slide titled "Financial Options Summary" regarding the direct purchase (BTM). He explained the NHA's two options. He elaborated on the financial benefits of the direct purchase agreement. He discussed some other details of the Resonant Proposal. He provided additional related comments, concluded, and yielded back to Chair Foster, who asked if there were any questions and comments from the NHA Board members but there were none. He provided some additional related comments about the benefits of the Resonant Energy Proposal's direct purchase approach.

Chair Foster then, again, screen shared the Decision Memorandum and discussed some important content in it. Chair Foster commented that he has never done sole a source proposal procurement in the public sector, the need to confirm there's this option, and he made additional related comments. He then summarized the facts in the content of this Decision Memorandum document regarding the Resonant Energy Proposal being a financially viable option and potentially significant financial advantage to contemplate the director purchase approach to installing a solar photovoltaic system during the SBW Project, instead of the current planned approach of entering into a power purchase agreement with Sunwealth. He noted that there is room in the SBW Project's budget for the direct purchase approach, which is due to a favorable price proposal bid from Colantonio as the recommended provider of construction management services. Chair Foster noted that he will send an updated draft version of Decision Memorandum to the NHA Board because some typos were corrected and other revisions were made with links embedded in it. He discussed important sections of the content of this document. He noted competitive procurement is not a viable option due to not having enough time to meet the deadline and other reasons. He recommended that the NHA Board consider to adopt the draft Resolution (shown in Exhibit A of the Decision Memo) authorizing the NHA E.D. Ms. Gosmon to enter into negotiations, execute an LOI, and subsequently execute a contract with Resonant Energy LLC on a sole source basis.

Chair Foster then screen shared a redline draft of the NHA Federal Procurement Policy and discussed related relevant content change edits that are proposed for NHA counsel to review. A discussion followed.

Motion and Vote

Upon a motion duly made by Commissioner Foster and seconded by Commissioner Engler to adopt the Resolution shown in Exhibit A of the NHA Decision Memorandum, subject to the NHA E.D. Cheryl Gosmon doing a price reasonableness analysis and completing the entire justification prior to negotiating and executing the contract with Resonant Energy LLC, 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.

Commissioner Berman left the meeting early at 10:40AM due to another commitment.

4. **Review and Approve: CIP Contract - Window Replacement/Selective Siding 689-1; Low Bidder - Board Award Resolution**
Chair Foster yielded to Cheryl Gosmon who introduced and discussed the CIP Contract for Window Replacement/Selective Siding 689-1 and Board Award Resolution. She noted the NHA chose the low bidder. She provided additional related comments.

Motion and Vote
Upon a motion duly made by Commissioner Foster and seconded by Commissioner Flanagan to approve the award of the CIP Contract - Window Replacement / Selective Siding 689-1 to the low bidder, 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 was Absent.
The motion carried. The vote was 4-0-1.

Chair Foster left the meeting early at 10:44AM due to another commitment.

5. **Adjournment**
Motion and Vote
Upon a motion duly made by Vice Chair Flanagan and seconded by Commissioner Bennett to adjourn the May 11, 2026, NHA Special Board Meeting at 10:47 AM.

Chair Foster called for a roll of Commissioners in favor of the motion:
Chair Foster was Absent.
Vice Chair Flanagan votes Aye
Commissioner Berman, Treasurer was Absent
Resident Commissioner Bennett votes Aye
Commissioner Engler votes Aye
The motion carried. The vote was 3-0-2.

Respectfully submitted by:
Michael Thorstad, Deputy Executive Director