



**LYNN HOUSING AUTHORITY
& NEIGHBORHOOD DEVELOPMENT**

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Administration Office (781) 477-2800
Administration Fax (781) 592-6296
Neighborhood Development (781) 477-2800
Neighborhood Development Fax (781) 593-4350
Rental Assistance (781) 592-1966/TDD
Rental Assistance Fax (781) 586-9478

10 Church Street
Lynn, Massachusetts 01902

Executive Director
Charles Gaeta

Curwin Circle Management Office (781) 598-3663
State Housing Management Office (781) 592-1966/TDD
Willis Management Office (781) 592-4038
Maintenance Office (781) 598-3434
Family Investment Center (781) 595-5089
Application Intake & Screening (781) 581-6105

Notice of Meeting

Notice is hereby given in accordance with Section 23B of Chapter 39 of the Massachusetts General Laws that a **REGULAR MEETING** of the Lynn Housing Authority & Neighborhood Development to take place at **5:30 p.m. at 10 Church Street, Lynn, Massachusetts 01902 on April 12, 2011.**



Secretary Ex-Officio
Charles Gaeta

Attachment

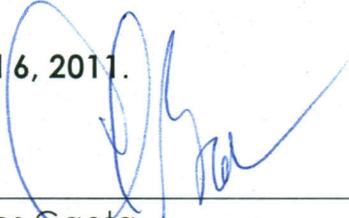
A copy of the **Notice of Meeting**, pursuant to Section 23B of Chapter 39 of General Laws, with the **Certificate As To Service Of Notice Of A Regular Meeting** attached hereto, was read and ordered spread upon the minutes of this meeting filed for record.

Certificate As To Service Of Notice Of Meeting

(Section 23B, Chapter 39, MA General Laws)

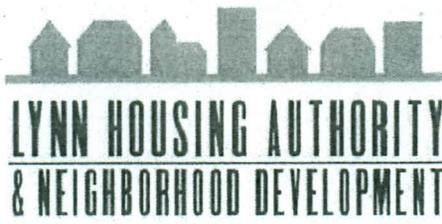
I, Charles Gaeta, the duly appointed, qualified and acting Secretary of the Lynn Housing Authority & Neighborhood Development, do hereby certify that on **April 6, 2011**, I filed, in the manner provided by Section 23B, Chapter 39, MA General Laws, with the Clerk of the City of Lynn, a **Notice of Meeting** of which the foregoing is a true and correct copy.

In Testimony Whereof, I have hereunto **April 6, 2011.**



Charles Gaeta
Secretary Ex-Officio





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Executive Director
Charles Gaeta

BOARD OF COMMISSIONERS

Curwin Circle Management Office (781) 598-3663
State Housing Management Office (781) 592-1966/TDD
Wall Plaza Management Office (781) 592-4038
Maintenance Office (781) 598-3434
Family Investment Center (781) 595-5089
Application Intake & Screening (781) 581-6105

AGENDA

Regular meeting of the Lynn Housing Authority & Neighborhood Development Board of Commissioners to be held at 10 Church Street, Lynn, MA on **Tuesday, April 12, 2011 at 5:30 p.m.**

I. Roll Call of Commissioners

II. LHAND Staff present and Guests noted

III. Submission of Documents in Compliance with Chapter 626

IV. Acceptance of Minutes of Meeting March 8, 2011

V. Various Thank you letters

VI. Correspondences for Commissioners' Information and Files

1. Correspondence from HUD re: Approval Five-Year Annual Plan
2. Correspondence from Peter J. Schneider re: Michael J. Feeley
3. Correspondence re: 689 Lease
4. Correspondence from Joanne McKenna re: LHAND FSS Program

VII. NEW BUSINESS

1. Board vote, per the recommendation of Joe Scanlon to request permission to seek proposals for a new auditor.
2. Board vote, per the recommendation of Lisa Tobin to open the Curwin Circle 2 bedroom waiting list for wheelchair accessible units on April 11, 2011 until May 6, 2011.
3. Board Report and evaluations for Executive Director.
4. Board vote, per recommendation of Dave Moore and Michelle Lyons, to approve the submission and certification of SEMAP to HUD.
5. Board vote, per the recommendation of Charles Gaeta, to approve the updated Section 8 Admin Plan.
6. Board vote, per the recommendation of Charles Gaeta, to approve the following updated standard policies and procedures:
 1. the Personnel Policy
 2. the State and Federal Tenant Selection Policy
 3. the State and Federal Application/Intake Occupancy Manual (which includes the One Strike and Your Out Policy)
 4. the Limited English Proficiency Policy
 5. the CORI/SORI Administrative Policies
 6. the Cash Management and Investment Policy
 7. the Procurement Policy
 8. the Maintenance Policy
 9. the Safety Policy

VIII. COMMITTEE REPORTS

1. Monthly Treasurer's Report
2. Personnel Sub-Committee Report
3. Facilities & Construction Sub-Committee Report

IX. PREVIOUSLY TABLED BUSINESS

X. ANY OTHER BUSINESS

XI. ADJOURNMENT