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 LYNN, MASS
 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

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 LYNN, MASS
 Curwin Circle Management Office (781) 598-3663
 Star 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

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 10, 2012.**



 Secretary Ex-Officio
 Charles Gaeta

Attachment

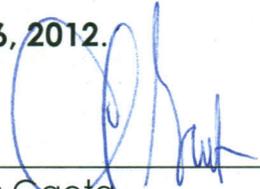
A copy of the **Notice of Meeting**, pursuant to Section 23B of Chapter 39 of General Laws, with the **Certificate As To Service Of Notice Of A Regular Meeting** attached hereto, was read and ordered spread upon the minutes of this meeting filed for record.

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, 2012**, 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, 2012.**



 Charles Gaeta
 Secretary Ex-Officio





**LYNN HOUSING AUTHORITY
& NEIGHBORHOOD DEVELOPMENT**

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BOARD OF COMMISSIONERS
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 10, 2012 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 Meetings February 14 and March 13, 2012

V. Various Thank you letters

1. To Jim O'Laughlin in Maintenance for his work with a student intern
2. From St. Mary's for gift in memory of John R. Moore
3. From Girls Inc. for purchasing an ad in their book
4. Letter from Lynn Public Schools thanking Barbara Morrison and Lysa Newhall for two presentations to LPS staff.

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VI. Correspondences for Commissioners' Information and Files

1. Correspondence to HUD re: Approval of LHAND's PHA Plan
2. Correspondence from Caleb Group re: High Street
3. Correspondence from LHAND to HUD re: Cambridge Housing Authority
4. Correspondence from LHAND to Boston Housing Authority re: overpayment
5. Correspondence from NAHRO re: Mr. Gaeta's appointment to the National Community Revitalization and Development Committee.
6. Correspondence from Medford Housing Authority re: Section 8 Homeownership program.
7. Correspondence from the Massachusetts Office of Campaign and Political Finance re: Public Employees and Campaigns

VII. NEW BUSINESS

1. Board vote, per recommendation of Charles Gaeta, to approve the updated Section 8 Administrative Plan. (enclosure)
2. Board vote, per recommendation of Charles Gaeta, to approve the updated Personnel Policy. (enclosure)
3. Board vote, per recommendation of Charles Gaeta, to approve the following updated standard policies and procedures:
 - Information Technology Policy
 - Rent Collection Policy
 - State and Federal Tenant Selection Policy
 - State and Federal Application Intake Occupancy Manual (includes One Strike and You're Out Policy)
 - Limited English Proficiency Policy

- CORI/SORI Administrative Policies
- Cash Management and Investment Policy
- Procurement Policy
- Maintenance Policy
- Safety Policy

4. Board vote, per recommendation of Dave Moore and Michelle Lyons, to approve the submission and certification of SEMAP to HUD
5. Update from Jeff Weeden on the Lead Paint Grant
6. Budget presentation

VIII. COMMITTEE REPORTS

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

IX. PREVIOUSLY TABLED BUSINESS

X. ANY OTHER BUSINESS

ADJOURNMENT