



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
MASS
Executive Director
Charles Gaeta

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

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 9, 2013.**

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 4, 2013**, 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 4, 2013.**

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 9, 2013 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 of March 12, 2013

V. Various Thank you letters

VI. Correspondences for Commissioners' Information and Files

1. Letter from Mr. Gaeta to all LHAND employees re: financial situation

VII. NEW BUSINESS

1. Follow-up discussion regarding the Temporary Provisions that will be implemented per HUD notifications.
2. Update on PHA Plan and Section 8 Admin. Plan (Set Asides and Project Based Vouchers)
3. Board vote, per recommendation of Charles Gaeta, to approve the updated sections of the Section 8 Administrative Plan and Federal Public Housing Admissions and Continued Occupancy Policy.
4. Reactivation of the MassNAHRO Legal Fund.
5. LHAND Section 3 Compliance Review
6. Next Step Living partnership with LHAND
7. Board vote, per recommendation of Charles Gaeta, to approve the following standard policies and procedures:
Information Technology
Rent Collection Policy
State and Federal Tenant Selection Policy
State and Federal Application Intake Occupancy Manual (includes One Strike and You're Out Policy)
Section 3 Policy
Limited English Proficiency Policy
CORI/SORI Administrative Policy
Cash Management and Investment Policy
Procurement Policy
Maintenance Policy
Safety Policy
Et al
8. Board vote, per recommendation of Dave Moore and Michelle Lyons, to approve the submission and certification of SEMAP to HUD.
9. Board vote to approve the 2013 State Capital Improvement Plan submission.
10. 116 Empire Street porch repair change order \$2749.94. Additional work required for completion (see attached change order detail)
11. Further discussion and decision on natural gas commodity purchase options (Power Options vs Bay State Consultants)
12. Notice from DHCD regarding possible subsidy reduction for state public housing units
13. Budget presentation by Teresa Ewald and Joe Scanlon.

VIII. COMMITTEE REPORTS

1. Monthly Treasurer's Report
2. Personnel Sub-Committee
3. Executive Director's Monthly Report of Activities

IX. PREVIOUSLY TABLED BUSINESS

X. ANY OTHER BUSINESS

ADJOURNMENT