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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  
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 March 8, 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

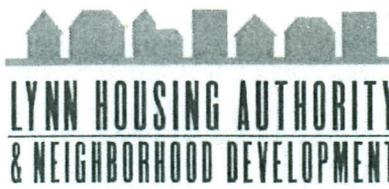
(Section 23B, Chapter 39, MA General Laws)

I, Charles Gaeta, the duly appointed, qualified and acting Secretary of the Lynn Housing Authority & Neighborhood Development, do hereby certify that on **March 2, 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 **March 2, 2011.**

Charles Gaeta  
Secretary Ex-Officio





**LYNN HOUSING AUTHORITY  
& NEIGHBORHOOD DEVELOPMENT**

Administration Office (781) 477-2800  
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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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CITY CLERK'S OFFICE  
Curwin Circle Management Office (781) 598-3663  
State Housing Management Office (781) 592-1966/TDD  
Wall Plaza Management Office (781) 592-4088  
Maintenance Office (781) 598-4444  
Family Investment Center (781) 595-5089  
Application Intake & Screening (781) 581-6105  
2011 MAR - 3 AM 11:50  
LYNN, MASS

**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, March 8, 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 February 8, 2011**

**V. Various Thank you letters**

**VI. Correspondences for Commissioners' Information and Files**

1. Correspondence to Jack Gendzel, Auditor of the Commonwealth re: IT Audit
2. Correspondence from Lynn Retirement Board re: cost of living allowance
3. Internal Emails re: Woodman Street State Property Insurance
4. Correspondence from HUD re: Onsite Monitoring

**VII. NEW BUSINESS**

1. Board vote, per the recommendation of Sara Johnson to re-open the Section 8 Homeownership program.
2. Presentation of the DRAFT Operating Budget for FY 2012 by Teresa Ewald of Fenton & Ewald.
3. Board vote, per the recommendation of Joe Scanlon to adopt and sign the Operating Budget presented by Teresa Ewald.
4. Board vote, per the recommendation of Joe Scanlon to close the MHP Bank Account at Community Credit Union.
5. Board vote, per the recommendation of Joe Scanlon to award Directors' & Officers Coverage for Lynn Housing Authority Development Group, Inc. through Divirgilio Insurance (\$1MM coverage for \$1,270).
6. Election of Officers for FY 2012.
7. Board vote to keep closed the standard state family waiting list.
8. Discussion of the efforts by LHAND staff to provide outside agencies with trainings regarding the programs that we offer and the procedures for applying for those programs.
9. Board vote, to allow the LHAND to write off state & federal past due rent collections (Attachment).

**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**