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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

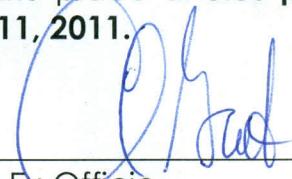
10 Church Street
Lynn, Massachusetts 01902

Executive Director
Charles Gaeta

Curwin Circle Management Office (781) 598-3663
State Housing Management Office (781) 592-1966/TDD
Wall Plaza Management Office, Lynn, MASS (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 January 11, 2011.**



Secretary Ex-Officio
Charles Gaeta

Attachment

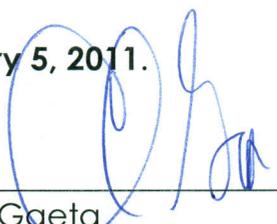
A copy of the **Notice of Meeting**, pursuant to Section 23B of Chapter 39 of General Laws, with the **Certificate As To Service Of Notice Of A Regular Meeting** attached hereto, was read and ordered spread upon the minutes of this meeting filed for record.

Certificate As To Service Of Notice Of Meeting

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

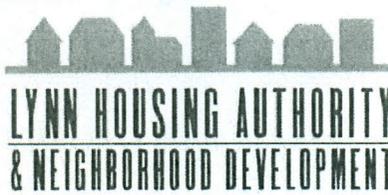
I, Charles Gaeta, the duly appointed, qualified and acting Secretary of the Lynn Housing Authority & Neighborhood Development, do hereby certify that on **January 5, 2011**, I filed, in the manner provided by Section 23B, Chapter 39, MA General Laws, with the Clerk of the City of Lynn, a **Notice of Meeting** of which the foregoing is a true and correct copy.

In Testimony Whereof, I have hereunto **January 5, 2011.**



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, January 11, 2011 at 5:30 p.m.**

Roll Call of Commissioners

LHAND Staff present and Guests noted

Submission of Documents in Compliance with Chapter 626

- I. Acceptance of Minutes of Meeting November 9, 2010**
- II. Various Thank you letters**
- III. Correspondences for Commissioners' Information and Files**
 1. Correspondence from Mayor Kennedy to DHCD re: Response to NSP Finding
 2. Correspondence to Office of Fair Housing and Urban Development re: Section 504 Accessible Unit Requirement
 3. Correspondences between Salem Five and LHAND re: continued relationship
 4. Correspondence from HUD re: Sachem Manor
 5. Correspondence to DHCD re: Regional Network Innovations to End Homelessness
 6. Correspondence from HUD re: HPRP
 7. Correspondence from Harry McCabe to Mr. Gaeta re: HPRP Contracts Renewal for Second Year
 8. Correspondence from David Moore to Mr. Gaeta re: Repayment Agreements
 9. Correspondence from Michael B. McCarthy, Esq. re: Informal Hearing
 10. Correspondence from LEO re: Appointment of Early Childhood Development Program Director
 11. Southern Poverty Law Center Renewal
 12. First Jobs Summer, 2010 Final Report

NEW BUSINESS

1. Board vote, per the recommendation of Tim Leonard to award contract to New England Builders, 290 Broadway, Methuen, MA for the conversion of four (4) units, within two (2) buildings at Wall Plaza, into fully handicapped accessible units. Total cost of project is \$328,000.00. (Architects Recommendation Letter Attached).
2. Board vote to accept DCHD's Commitment Letter to borrow from future capital fund money to pay for the Meadow Court emergency heat line repairs and asbestos removal and Olive Street roof replacement. Meadow Court heat repairs: construction \$14,816.62, asbestos removal \$3,200. Estimated Olive Street roof replacement: \$63,000. (DHCD Commitment Letter Attached).
3. Board vote, to approve the recommendation by DiVirgilio Financial Group to pursue the Federal Liability & Property Insurance policy with Middlesex Mutual Assurance Company (MiddleOak) for the 2011 policy term. (DiVirgilio's Recommendation Letter Attached).

4. Board vote, to allow the LHAND to apply to the Office of Economic & Community Development for \$20,000 in CDBG funds to be used to pay a portion of youth workers salaries. (No Attachment).
5. Discussion re: FY 2010 Audit Report from Walsh & Associates. (No Attachment).
6. Update on IT audit. (No Attachment).

COMMITTEE REPORTS

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

PREVIOUSLY TABLED BUSINESS

1. Board vote, per the recommendation of Paul Gaudet to accept an updated Information Technology (IT) Policy.

ANY OTHER BUSINESS

XI. ADJOURNMENT