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Executive Director
 Charles Gaeta

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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, August 11, 2015 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 July 7, 2015**
- V. Various Thank you letters**
- VI. Correspondences for Commissioners' Information and Files**
- VII. NEW BUSINESS**

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1. Approval to accept the updated Supportive Services For Veteran Families (SSVF) Policies & Procedures.
2. Jeff Weeden to give the Board an update on the Smoke Free Policy at LHAND.
3. Approval to open a Money Market Account at Eastern Bank for Wall Plaza rent payments.
4. Approval per the recommendation of Compliance Department, Director of Management and Federal Public Housing Staff to revise the LHAND's Community Service definition for the employment exemption from "working a minimum of 30 hours per week" to "working a minimum of 20 hours per week".
5. Approval to enter into a contract with J.C. Cannistraro, Watertown, Ma. for the 170 South Common Street and 37 Green Street fire pump replacement project. Cost of contract is \$296380.00. This cost includes the base bid for 170 South Common Street (\$194000) and alternates #1 (\$9380) and #2 (\$93450) for new alarm controllers and fire pump at Green Street (RDK Engineering recommendation letter attachment)
6. Accept Amendment #4 to the State Capital Improvement Work Plan 5001 in the amount of \$39,500.00. This additional money is for the FY15 Health and Safety Initiative. All projects under this initiative have been completed.(attachment)
7. Inform the LHAND Board of Commissioners of DHCD House Doctor design contracts and change orders approved by DHCD under the Capital Improvement Plan. All referenced projects have been previously approved in the Capital Improvement Plan by the Board
 - a. Change order #1 – Generator Replacement project \$2159.41 (install dual circuit breaker for future breaker)
 - b. Design Contract for Hanover and Johnson Street siding and Roof Replacement – Arnold Jacobson and Associates \$13,500
 - c. Design contract for Meadow Court Community Room roof replacement and handicap ramp and improvements – Arnold Jacobson and Associates \$8000.00
 - d. Design contract for 116 Empire Street window replacement – Gienapp Design Architecture -\$6700.00
8. Approval of Chief Procurement Officer delegation of procurement powers by employee name, title and powers and duties. Employees are Jim Finigan, Joe Scanlon, Charles Gaeta, Tim Leonard and Chairperson Laura Walsh (Delegation Forms included)

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