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 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 February 12, 2019 at 5:30p.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 January 8, 2019
- V. Correspondences for Commissioners' Information and Files

VI. NEW BUSINESS

1. Board vote to approve The Lynn Housing Authority & Neighborhood Development agrees to provide Summary Process and Housing Related legal services through its staff attorney, Carly McClain to Peabody Properties for its Gateway North Property located at 700 Washington Street, Lynn MA 01901 in the following fashion:
 - Notice to Quit (Non-Payment & Cause/No Cause)
 - Summary Process Complaint & Service
 - Court Appearance following Summary Process Complaint
 - Follow Up Appearance
 - Trial
 - Move-Out
2. Board to review and sign "acknowledgement of receipt" of the Conflict of Interest Law.
3. Board to be informed of the need to solicit for Professional Consulting Services to continue the work currently being done by Edgemere whose contract ends in April 2019. In the RFP LHAND is looking for an agency that could provide staff trainings, resource for Compliance Department for new regulations, assessments of office work flow and recommended improvements, and an agency that is a respected source for policies, procedures and forms that LHAND may require. RFP would be advertised in February and review committee responses presented to the Board for vote in March or April.
4. Board to discuss Land Court Civil Action (Luis Martinez v. Marilu H. Rega, Ana Reyes and The Lynn Housing Authority) judgement against LHAND as well as legal fees.
5. Board vote to approve the Certificate of Substantial Completion, as prepared by Dyer Brown Architects, for the Warren & Shepard Street job of updating all kitchens in the amount of \$ 130,560.36 to the Dandis Contracting Co. (The Application for Payment was already approved in October).
6. Board vote to award the contract for Windows and Selective Door Replacement at 4 State sites to the low bidder, Aegean Builders LLC, in the amount of \$ 190,700. Ray Guertin Architects are reviewing the bid and references.

COMMITTEE REPORTS

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

VII. PREVIOUSLY TABLED BUSINESS

VIII. ANY OTHER BUSINESS

1. Board to be updated on Section 8 Shortfall
2. Board to be informed of the upcoming LHAND GROUP, Inc. Board annual meeting following LHAND Meeting.

ADJOURNMENT