



Administration Office (781) 581-8600
 Administration Fax (781) 592-6296
 Neighborhood Development (781) 581-8600
 Neighborhood Development Fax (781) 593-4350
 Rental Assistance (781) 581-8700
 Rental Assistance Fax (781) 586-9478

10 Church Street
 Lynn, Massachusetts 01905

Executive Director
 Charles Gaeta

Curwin Circle Management Office (781) 598-3663
 State Housing Management Office (781) 581-8700
 Wall Plaza Management Office (781) 581-8606
 Maintenance Office (781) 598-3434
 Admissions Office (781) 581-8760
 TTY (781) 477-2837

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 19, 2019 at 12:00p.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

FEB 19 2019
 12:00 PM
 STATE HOUSE
 COMMUNICATIONS SECTION



Administration Office (781) 581-8600
Administration Fax (781) 592-6296
Neighborhood Development (781) 581-8600
Neighborhood Development Fax (781) 593-4350
Rental Assistance (781) 581-8700
Rental Assistance Fax (781) 586-9478

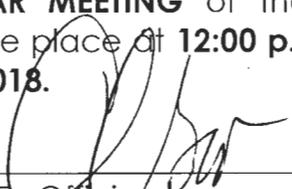
10 Church Street
Lynn, Massachusetts 01902

Executive Director
Charles Gaeta

Curwin Circle Management Office (781) 598-3663
State Housing Management Office (781) 581-8700
Wall Plaza Management Office (781) 581-8606
Maintenance Office (781) 598-3434
Admissions Office (781) 581-8760
TTY (781) 477-2837

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 **12:00 p.m. at 10 Church Street, Lynn, Massachusetts 01902 on July 10, 2018.**



Secretary Ex-Officio
Charles Gaeta

Attachment

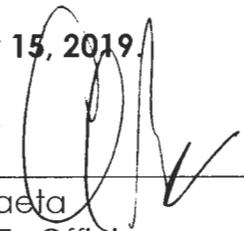
A copy of the **Notice of Meeting**, pursuant to Section 23B of Chapter 39 of General Laws, with the **Certificate As To Service Of Notice Of A Regular Meeting** attached hereto, was read and ordered spread upon the minutes of this meeting filed for record.

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 **February 19, 2019**, 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 **February 15, 2019.**



Charles Gaeta
Secretary Ex-Officio