

RECEIVED
CITY CLERK'S OFFICE

2019 JAN -3 P 2:40



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 **January 8, 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 December 11, 2018**
- V. Correspondences for Commissioners' Information and Files**

- VI. NEW BUSINESS**
 1. Board vote to award the Elevator Maintenance Service Contract to the low bid company, Motion Elevator, in the amount of \$123,300 for 3 years (\$41,100 per year).
 2. Board vote to approve the Certificate of Final Completion, as prepared by Dyer-Brown Architects, for the Warren & Shepard Street Project of updating all kitchens, in the amount of \$ 30,484.68 to the Dandis Contracting Co. Project total is \$ 169,521.
 3. Board vote to approve the annual (for 2019) Insurance for all LHAND properties in the amount of \$ 176,204 (\$ 49,717 General Liability / \$ 126,487 Commercial Property) with HAI Insurance Co.
 4. Board vote to approve the 667 Program write offs.
 5. Board to be presented with updated PHA plan.
 6. Board to be updated and review the 2018 year-end audit.
 7. Board to be updated and review 5 year capital plan
 8. Board vote to approve to forgiving CDBG funds contributed to Andrew Street Property and convert to a grant to Affordable Housing Associates.

- VII. COMMITTEE REPORTS**
 1. Monthly Treasurer's Report
 2. Personnel Sub-Committee
 3. Executive Director's Monthly Report of Activities
- VIII. PREVIOUSLY TABLED BUSINESS**

- IX. ANY OTHER BUSINESS**
 1. Board to be updated on Section 8 Shortfall
 2. Board to be informed of the upcoming LHAND GROUP, Inc. Board meeting following LHAND Meeting.

ADJOURNMENT