



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

Curvin 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

### Clerk's Certificate

I, Janet Rowe, hereby certify that I am the duly appointed, qualified City Clerk of the City of Lynn Massachusetts wherein the Lynn Housing Authority & Neighborhood Development has been appointed and;

1. That a **Notice of Meeting** of said Lynn Housing Authority & Neighborhood Development, a copy of which is annexed hereto, to be held on **June 15, 2020 at 1:30.** at 10 Church Street, Lynn, Massachusetts 01902, was filed with me at least forty eight hours prior to the stated time of said meeting, and;
2. That I immediately caused copies of the said **Notice of Meeting** to be posted publicly in my office and at the rear of City Hall on the official bulletin boards of the City of Lynn, and;
3. That the posting of the above notice was made pursuant to the provisions of Section 23B of Chapter 39 of the General Laws of Massachusetts, as amended (C. 626, Acts 1958).

Janet Rowe,  
City Clerk, Lynn Massachusetts



of the City of Lynn

Date: **6/11/2020**



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## 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 **1:30 p.m. at 10 Church Street, Lynn, Massachusetts 01902 on June 15, 2020.**

  
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 **June 11, 2020**, 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 **June 11, 2020**

  
Charles Gaeta  
Secretary Ex-Officio



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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 June 15, 2020 at 1:30p.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 May 4, 2020**
- V. **Correspondences for Commissioners' Information and Files**
  1. Board vote to approve the Nan McKay contract modification for back-log of overdue HCV recertifications
  2. Board vote to extend the Consulting Services Contract for 1 year with Edgemere Consulting. This is year #2 of the initial 3-year contract not to exceed \$96,000 in total over the 3 year period.
  3. Board vote to approve the renewal of 3 non-profit management agreements (AHL, NDA and LHADG) with LHAND.
  4. Board vote to approve the Application for Payment and Certificate of Substantial Completion for the Essex Street Common Hallway Landings and Laundry Room floor replacement job , to Edge Pro Flooring Inc., in the amount of \$59,837.65, upon the recommendation of Derby Square Architects.
  5. Board vote to approve the Certificate of Final Completion and final payment of \$28,344.23 to MJS Contracting for the Curwin Circle Siding Job, upon the recommendation of AJA Architects.
  6. Board to be updated on the COVID-19 precautions, safety measures in place by LHAND and weekly correspondence to staff.
  7. Board to be updated on LHAND Scholarship program.
  8. Board to be updated on the RAFT program.
  9. Board to be updated on the CDBG Funds and COVID-19 Funds.
  10. Board to be updated on the Ricoh DocuWare Contract.
  11. Board vote to approve the closing of two Eastern Bank accounts for HAD and MRVP II that are no longer needed.
- VI. **NEW BUSINESS**
  1. **COMMITTEE REPORTS**
    1. Personnel Sub-Committee
- VII. **PREVIOUSLY TABLED BUSINESS**
- VIII. **ANY OTHER BUSINESS**
  1. Board to be updated on MRVP program, Section 8 program and progress on lease ups.
  2. Board to be updated on vacancies.
  3. Board to be updated on Kings Lynne.