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CITY OF LYNN
CLERKS OFFICE

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 April 12, 2021 at 10:00a.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 March 22, 2021
- V. Correspondences for Commissioners' Information and Files

VI. **NEW BUSINESS**

0. Board vote to approve the following standard policies and procedures:

- Section 8 Federal HCV Administrative Plan (includes application intake and tenant selection policy)
- Federal Public Housing Admissions and Continued Occupancy Policy (includes application intake, tenant selection and rent collection policy)
- State Public Housing Management Manual (includes application intake, tenant selection and rent collection policy)
- Limited English Proficiency Policy
- VAWA Policy (Violence Against Women Act)
- CORI/SORI Policy (Criminal and Sex Offender Inquiry)
- Section 3 Policy
- Cash Management and Investment Policy
- Procurement Policy
- Personnel Policy

1. Board vote to award the contract for our Fee Accountant Services to Fenton & Ewald in the amount of \$ 4,977 per month. This would be Year 1 of a possible 3 Year Contract.
2. Board to be updated on the Legal Department.
3. Board to be updated on Public Housing Write-Offs.
4. Board to be updated on the RAFT Program.
5. Board vote to approve the DHCD Conflict of Interest Disclosure.

VII. **NEW BUSINESS**
COMMITTEE REPORTS

1. Personnel Sub-Committee

VIII. **PREVIOUSLY TABLED BUSINESS**

IX. **ANY OTHER BUSINESS**

1. Board to be updated on MRVP program, Section 8 program, and voucher issuance.
2. Board to be updated on Kings Lynne.

ADJOURNMENT



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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 **10:00 a.m. at 10 Church Street, Lynn, Massachusetts 01902 on April 12, 2021.**



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 **April 7, 2021**, 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 **April 7, 2021.**



Charles Gaeta
Secretary Ex-Officio



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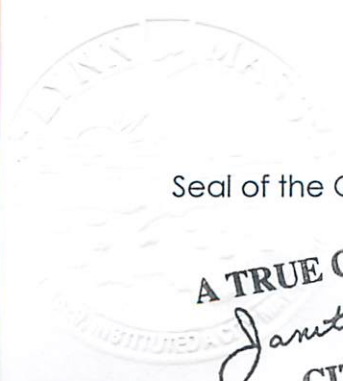
Clerk's Certificate

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 **April 12, 2021 at 10:00am.** 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 L. Rowe

Janet Rowe,
City Clerk, Lynn Massachusetts



Seal of the City of Lynn

Date: 4/7/21