

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 22, 2021 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 25, 2021
- V. Correspondences for Commissioners' Information and Files

VI. NEW BUSINESS

- 1. Board vote to approve the Certificate of Substantial Completion for the Woodman Street Roof Replacement job. (Contractor: August Builders / Architect: Nilsson & Siden)
- 2. Board to be updated on the 25K Flex Funds just received from United Way towards utilities and Internet connectivity issues assistance.
- 3. Board to be updated on the Fiscal Year 2021 Budget Revision.
- 4. Board to be updated on October Financials.
- 5. Board to be updated on the FY 2020 Financial Audit.
- 6. Board to vote to approve the establishment of a contract in order to develop a system which will assist the Family Success Center in tracking incoming applications, outcome reporting and fiscal processing. After recently posting a Request for Prices we have received a response from one vendor. The response submitted to the procurement officer is attached.
- 7. Board to be updated on RAFT numbers.
- 8. Board to be updated on the Housing Production Plan.
- 9. Board to be updated on Rental Assistance recertification numbers.

VII. NEW BUSINESS
COMMITTEE REPORTS

- 1. Personnel Sub-Committee
- 2. Advertisement for plumber/maintenance mechanic.
- 3. Hiring of Eric Guevara as a Housing Inspector effective March 2021.

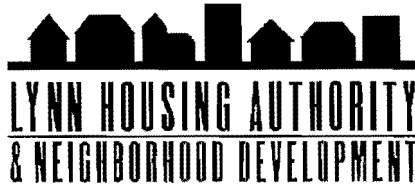
VIII. PREVIOUSLY TABLED BUSINESS

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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CITY CLERK'S OFFICE
2021 FEB 18 A 8:14

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 **February 22, 2021 at 12:00.** 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

Seal of the City of Lynn

Date: **2/22/21**



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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 **12:00 p.m. at 10 Church Street, Lynn, Massachusetts 01902 on February 22, 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 **February 19, 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 **February 19, 2021.**


Charles Gaeta
Secretary Ex-Officio

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CITY OF LYNN
FEB 19 2021