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CITY OF LYNN  
CLERKS OFFICE

2021 MAR 18 P 3: 18

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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 March 22, 2021 at 1:00p.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 February 22, 2021
- V. Correspondences for Commissioners' Information and Files

**VI. NEW BUSINESS**

1. Board vote to approve the Certificate of Substantial Completion and the Certificate of Final Completion for Phase # 1 of the Woodman St and Meadow Ct Roof Replacement job, and final payment of \$ 17,873 (\$ 13,188 change order and \$ 4685 Retainage) to Kidd-Luukko Contractors. Job is complete and all payments approved by the Architect and DHCD.
2. Board vote to Approve the Certificate of Final Completion for the Woodman St Roof Replacement job (Phase # 2) and final payment of \$ 36,366.34, (which includes \$ 2,750 for Retainage) to August Enterprises. Job is complete and all payments approved by the Architect and DHCD.
3. Board to vote to approve a Contract with K Security to upgrade the failing keyless entry systems at 18 Bond Street & 95 Tremont Street. The price to complete both buildings is \$9988.80.
4. Board to be updated on ERAP and the new federal money that will be administered similar to RAFT.
5. Board to be updated on the NSHAG's Program Significant increase to initial program budget
  - \$140,000 in additional funds for COVID/Winter Emergency Response + additional College Pilot assistance
  - \$500,000 in additional funds for two capital projects to create affordable housing for homeless youth and young adults; LHAND is pass through agency for funds being disbursed to the Haven Project and the North Shore CDC
6. Board to vote to approve the Jobs Plus year 3 contract with North East Legal aid with expanded services at no additional cost.
7. Board vote to approve the Jobs Plus year 3 contract with Mass Hire.

8. New UW Utilities assistance grant announcement of \$20K thru April with potential for additional 20K in May
9. Board vote to extend the Consulting Services Contract for 1 year with Edgemere Consulting. This will be the 3rd year of the 3-year contract not to exceed \$96,000.00 in total over the 3-year period.
10. Board to be updated on RAFT numbers.
11. Board to be updated on the Housing Production Plan.
12. Board to be updated on a press release on additional funding of potentially \$40,000 from United Way.

**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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### 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 **March 22, 2021 at 1:00.** 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: **3/18/21**



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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 **1:00 p.m. at 10 Church Street, Lynn, Massachusetts 01902 on March 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 **March 18, 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 **March 18, 2021.**

Charles Gaeta  
Secretary Ex-Officio