



RECEIVED
CITY CLERK'S OFFICE

2016 JUL 15 A 9:51

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

174 South Common 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 **Tuesday, July 19, 2016 at 5:30 p.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 June 15, 2016**
- V. Correspondences for Commissioners' Information and Files**
- VI. NEW BUSINESS**

1. Board vote to approve the Operating Budget for State Public Housing, MRVP, and Special Needs Housing. Board Signatures will be required.
2. Board vote to accept the Certificate of Substantial and Final Completion from Weather Shield Inc for the roof repairs at 10 Church Street. All work reviewed and approved by Ray Guertin Architects. Total cost of project \$86,000.00.
3. Board vote to accept bid price and enter into a three (3) year contract with Robert Irvine and Sons for the annual preventative maintenance and repair service of all boilers and related equipment. Total contract cost for three (3) years is \$55,110.00.
4. Board vote to approve a 1 year extension (June 14, 2016 thru June 13, 2017) of the current contract with B & B Pest Control for extermination services at LHAND sites. The amount will remain at \$ 4,333.25 per month (\$ 51, 998.99 per year).
5. Board vote to accept Certificate of Substantial and Final Completion from Meadows Construction for the siding replacement project at Curwin Circle. All work reviewed and approved by AJA Architects. Total cost of project is \$155,235.10
6. Board vote to accept the change order in the amount of \$4235.10 from Meadows Construction for sheathing and framing repairs during the siding replacement project. Buildings included 275-289 and 18-32 Curwin Circle.
7. Board vote to accept a change order from Ted Construction to decrease the cost of the window replacement project at 116 Empire Street by \$4600.00. The change order is to eliminate the need for impact resistant glass not required by code.
8. Board vote to allow the award of HOME funds in the amount of up to \$1,000,000 for the "Gateway Residences on Washington" project.
9. Board vote to allow the LHAND to enter into a Management Agreement to provide Management, Administration and Maintenance Services to the Project known as "Gateway Residences on Washington" for a specified fee outlined in the Operating Budget for the project.
10. Board vote to allow the LHAND to enter into a contract with Salem Housing Authority to perform the initial and annual inspections for the eight (8) project based vouchers awarded by DHCD to the project known as "Gateway Residences on Washington".

11. Board vote to allow LHAND to enter into a "Joinder Agreement" with DHCD for the purpose of participating in the program to perform all the obligations of the Lender(s) under one set of documents and to share the same lien position.
12. Board vote on the renewal and Extension of the Compass Working Capital Contract.
13. Discussion of Monthly Car Allowances
14. Board vote to accept Policy Changes to the Admin Plan & ACOP

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

ADJOURNMENT

RECEIVED
CITY CLERK'S OFFICE
2016 JUL 15 A 9:51
LYNN, MASS