



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 **December 11, 2018 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 November 13, 2018**
- V. Correspondences for Commissioners' Information and Files**
  
- VI. NEW BUSINESS**
  - 1. Board vote to renew the 2019 auto insurance policy, with Arbella Insurance, for our 2015 Ford 15 seat Passenger Van for \$6,408.
  - 2. Board vote to renew the 2019 insurance policy, with Safety Insurance, for all other LHAND vehicles for the amount of \$20,932.
  - 3. Board vote to accept the Certificates of Substantial and Final Completion with Continental Flooring Company for the Essex Street Stair Tread Replacement Project for a total cost of \$78,526, as prepared by RDK Architects.
  - 4. Board vote to approve the Work Authorization/Quote for St. Jean Baptiste Apartments.
  - 5. Board to be updated on Jobs Plus Grant Site Visit.
  - 6. Board to be updated on Section 8 shortfall.
  - 7. Board to be informed of HUD onsite financial management review scheduled for May 14, 2019.
  
- 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



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

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

## 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 **5:30 p.m. at 10 Church Street, Lynn, Massachusetts 01902 on December 11, 2018.**

  
\_\_\_\_\_  
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

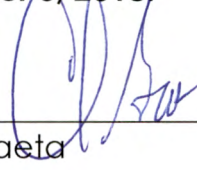
(Section 23B, Chapter 39, MA General Laws)

I, Charles Gaeta, the duly appointed, qualified and acting Secretary of the Lynn Housing Authority & Neighborhood Development, do hereby certify that on **December 6, 2018**, 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 **December 6, 2018.**

2018 DEC - 7 A 11: 33

RECEIVED  
CITY CLERK'S OFFICE

  
\_\_\_\_\_  
Charles Gaeta  
Secretary Ex-Officio