

**LYNN HOUSING AUTHORITY & NEIGHBORHOOD DEVELOPMENT**

**MINUTES OF REGULAR MEETING**

**November 15, 2021**

Regular Meeting of the Lynn Housing Authority & Neighborhood Development Board of Commissioners was held on this **November 15, 2021** via Zoom.

The Meeting was called to Order at 12:00 P.M.

On roll call those Members answering present were: Steve Martin, Laura Walsh, Sue McGinnis-Lang and Justin Anshewitz.

Staff members present at the meeting were: Charles Gaeta, Carly McClain, Michelle D'Amico, Paul Gaudet, John Ladd, Michelle Lyons, James Finigan, Rosario Fresco.

The following documents were submitted in Compliance with Chapter 626 of the Acts of 1958.

Notice of Meeting  
Certificate as to Notice of Meeting  
Certificate of City Clerk

Moved by Sue McGinnis-Lang and Steve Martin to accept the minutes of the October, 2021 meeting.

Voted unanimously by all Members present:

Laura Walsh	Yes
Steve Martin	Yes
Susan McGinnis-Lang	Yes
Justin Anshewitz	Yes
Robert Muise	Absent

The Chair declared the Motion carried.

**Partners Technology**

James Finigan was present to request the Board vote to approve the awarding of the IP/IT Communications System 3 year contract to Partners Technology in the amount of \$108,013 per year. The LHAND recently issued an RFP to upgrade our existing phone & data services. Funding to be provided out of COVID-19 Fund.

A motion was made by Sue McGinnis-Lang and seconded by Steve Martin to accept.

Voted unanimously by all Members present.

Laura Walsh	Yes
Steve Martin	Yes
Susan McGinnis-Lang	Yes
Justin Anshewitz	Yes
Robert Muise	Absent

The Chair declared the Motion carried.

**Smoking stations at Federal and State Housing Properties**

John Ladd was present to request the Board vote to approve the purchase and installation of smoking posts outside all federal and State properties in an effort to enforce no smoking in units and buildings. This is an effort to eliminate smoking in unauthorized area and keep the use of smoking products away from entries, etc.

A motion was made by Laurie Walsh and seconded by Steve Martin to accept.

Voted unanimously by all Members present.

Laura Walsh	Yes
Steve Martin	Yes
Susan McGinnis-Lang	Yes
Justin Anshewitz	Yes
Robert Muise	Absent

The Chair declared the Motion carried.

**LHAND MOU Signing**

Sara Johnson was present to request the Board the signing of MOU between the LHAND, Lynn COC and Bridgewell, Lynn Shelter Association & Amirah, Inc.

A motion was made by Sue McGinnis-Lang and seconded by Steve Martin to accept.

Voted unanimously by all Members present.

Laura Walsh	Yes
Steve Martin	Yes
Susan McGinnis-Lang	Yes
Justin Anshewitz	Yes
Robert Muise	Absent

The Chair declared the Motion carried.

**MRVP Appeal Decision and legal update**

Carly McClain was present to update the Board the Tenant appealing the MRVP Decision, which will need to be heard at the December Board Meeting and to update the Board on all Legal Department activity.

**667 Admissions Handbook update**

Michelle Lyons was present to request the Board vote to approve the update to 667 admissions handbook to reflect Sex Offender information to be identical to DHCD admissions.

A motion was made by Sue McGinnis-Lang and seconded by Steve Martin to accept.

Voted unanimously by all Members present.

Laura Walsh	Yes
Steve Martin	Yes
Susan McGinnis-Lang	Yes
Justin Anshewitz	Yes
Robert Muise	Absent

The Chair declared the Motion carried.

**Executive Director’s Monthly Report of Activities**

The Board discussed the contents of the Executive Director’s Monthly Report of Activities.  
A motion was made by Steve Martin and seconded by Sue McGinnis-Lang to accept the report as presented.

On roll call the vote was as follows:

Laura Walsh	Yes
Steve Martin	Yes
Susan McGinnis-Lang	Yes
Justin Anshewitz	Yes
Robert Muise	Absent

The Chair declared the Motion carried.

Personnel Subcommittee

The Board discussed the contents of the Personnel Subcommittee. A motion was made by Sue McGinnis-Lang and seconded by Steve Martin to accept the report as presented.

On roll call the vote was as follows:

Laura Walsh	Yes
Steve Martin	Yes
Susan McGinnis-Lang	Yes
Justin Anshewitz	Yes
Robert Muise	Absent

Meeting adjourned at 12:35 PM

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**Charles Gaeta, Executive Director**