

LYNN HOUSING AUTHORITY & NEIGHBORHOOD DEVELOPMENT

MINUTES OF REGULAR MEETING

March 14, 2022

Regular Meeting of the Lynn Housing Authority & Neighborhood Development Board of Commissioners was held on this **March 14, 2022** via Zoom.

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

On roll call those Members answering present were: Robert Muise, 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, Sara Johnson, Erin Sheehan, Rosario Fresco, Michelle Lyons, Peggy Phelps, Jeff Weeden, Kiara Palomares, C.J. Mihos, and Karen Perez.

Guests: Teresa Ewald

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 Robert Muise and Susan McGinnis-Lang to accept the minutes of the February 14, 2022 meeting.
Voted unanimously by all Members present:

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

The Chair declared the Motion carried.

PHN 2022-05 Guidance to LTO Officers who also serve as Housing Authority Board Members and Tenant Board Members

Charles Gaeta was present to request the Board vote to accept Public Housing Admin Notice 2022-05. A motion was made by Sue McGinnis-Lang and seconded by Steve Robert Muise to accept.

Voted unanimously by all Members present.

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

The Chair declared the Motion carried.

Tenant Incident Report Form

Carly McClain was present to request the Board vote to approve the tenant incident report form which will be offered in Spanish and English. The tenant incident report form will be used to record any tenant incidents that take place on LHAND property.

A motion was made by Robert Muise and seconded by Susan McGinnis-Lang to accept.

Voted unanimously by all Members present.

Laura Walsh	Yes
-------------	-----

Steve Martin	Yes
Susan McGinnis-Lang	Yes
Justin Anshewitz	Yes
Robert Muise	Yes

The Chair declared the Motion carried.

Pronoun Training

Carly McClain and Sara Johnson were present to request the Board vote to approve proposal for pronoun training. A motion was made by Justin Anshewitz 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	Yes

The Chair declared the Motion carried.

Overdue Re-Exams

Erin Sheehan was present to update the Board on the progress of the overdue Re-Exams.

Expiring Edgmere Contract

Michelle Lyons was present to update the Board on upcoming preparations to issue requests for consulting services in light of Edgmere's contract expiring in April 2022.

K Securities Contract

Charles Mihos was present to request the Board vote to approve the contract to K Security for the security camera update to Wall Plaza and Church Street.

A motion was made by Robert Muise and seconded by Susan McGinnis-Lang to accept.

Voted unanimously by all Members present.

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

The Chair declared the Motion carried.

Quadient Contract

Charles Mihos was present to request the Board vote to approve the one-year Quadient Contract for new postage machines at 10 Church Street; 174 South Common Street; and 39 Curwin Terrace.

A motion was made by Steve Martin and seconded by Robert Muise to accept.

Voted unanimously by all Members present.

Laura Walsh	Yes
Steve Martin	Yes
Susan McGinnis-Lang	Yes
Justin Anshewitz	Yes

Robert Muise Yes

The Chair declared the Motion carried.

December 2021 Financial Reports

Rosario Fresco and Teresa Ewald were present to update the board on the financial standing of LHAND's state and federal programs.

Personnel Subcommittee

The Board discussed the contents of the Personnel Subcommittee. A motion was made by Steve Martin and seconded by Robert Muise 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	Yes

Meeting adjourned at 12:55 PM



Charles Gaeta, Executive Director