



EQUAL OPPORTUNITY

## DANVERS HOUSING AUTHORITY

14 STONE STREET  
DANVERS, MA 01923-1899

(978) 777-0909 FAX (978) 777-0955  
SECTION 8 (978) 777-7926  
TRS 1-800-439-2370

April 3, 2021

Dear Danvers Housing Resident:

This Notice is to inform you that the Town of Danvers is soliciting names for consideration to fill the Town Appointed Tenant Board Member seat of the Danvers Housing Authority (DHA).

Pursuant to changes made to M.G.L. c. 121B, §§ 5 & 5A by Chapter 358 of the Acts of 2020, "An Act Enabling Partnerships for Growth," Towns are now required to appoint a tenant of the Local Housing Authority ("LHA") to the LHA Board. This position is known as the Town Appointed Tenant Board Member Seat.

The Board is the governing body of the DHA which is responsible for adopting policy, approving contracts, budgets, and annual plans; and hiring and overseeing an executive director to run the day-to-day operation of the DHA. The Board acts by a majority votes which are cast by Board members at open meetings.

As a Tenant Member of the DHA Board, you will receive training provided by the Department of Housing and Community Development (DHCD) as well as other training that may be required for public officials by law. DHCD partners with the Mel King Institute which provides a comprehensive overview of the role of tenant board members and the operations of LHAs in a three-hour training. This is then followed up with the opportunity to participate in ongoing trainings throughout the year on topics such as: Role of DHA Board and DHCD; DHA Budgets; Capital Improvement Plan (CIP); Annual Plans; Performance Management Reviews (PMR); State-wide online tenant selection system (CHAMP); as well as training on federal programs.

To be considered for the Town Appointed Tenant Board Member seat, you must complete and send the attached "Letter of Intent" and "Town of Danvers Talent Pool" to Catherine Ellsworth, Danvers Town Clerk, Town Hall, 1 Sylvan Street, Danvers, MA 01923. All submissions must be received at her office by May 15, 2021.

If you have any questions you may call me at 978 777 0909 or email at [cdunn@danvershousing.org](mailto:cdunn@danvershousing.org).

Sincerely,

Cynthia Dunn  
Executive Director

**Notice of Intent  
Tenant Board Member**

Date: \_\_\_\_\_

From: \_\_\_\_\_

To: Catherine Ellsworth, Town Clerk, Town of Danvers

Subject: Town Appointed Tenant Board Member

Please accept this completed Notice of Intent and "Town of Danvers Talent Pool" as my request to be considered for the Town Appointed Tenant Board Member seat of the Danvers Housing Authority.

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TENANCY TYPE: (Circle One)

State-Aided Public Housing

Federally Subsidized Public Housing

Section 8 Housing Choice Voucher (Must live in Danvers)

Other

PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Sincerely,

Tenant

# Town of Danvers Talent Pool

## Tenant Member of Danvers Housing Authority



*"Volunteering is the ultimate exercise in democracy. You vote in elections once a year; but, when you volunteer, you vote every day about the kind of community you want to live in."*  
Author unknown

Danvers relies on the efforts of volunteers to serve on boards and commissions that, collectively, are responsible for preserving and enhancing the quality of life enjoyed by all residents and visitors to the community. This form is unique in that it specifically refers to persons who have an interest in serving as a member of the Danvers Housing Authority Board (the Board meetings are held monthly at 5:30 P.M. in the conference room at 14 Stone Street). We appreciate your interest in contributing to the important work of the Danvers Housing Authority. **Please note that this form should be returned no later than May 15, 2021 to Catherine Ellsworth, Town Clerk, 1 Sylvan St., along with the "Notice of Intent" included with this mailing.**

Name \_\_\_\_\_ Address \_\_\_\_\_

Best Phone  Cell  Office  Home \_\_\_\_\_ E-mail \_\_\_\_\_

Current or Former Employer \_\_\_\_\_ Your position \_\_\_\_\_

Please tell us why you are interested in this appointment and any training or experience which would make you a good addition to the Board:

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Prior Committee/Board/Commission and/or Town Meeting experience \_\_\_\_\_

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### References (2)

(1) \_\_\_\_\_  
Name Phone

(2) \_\_\_\_\_  
Name Phone