

Middleton Housing Authority

Orchard Circle

Middleton, Massachusetts 01949

(978) 774-4333 • Fax (978) 774-0336



August 22, 2022

Dear Middleton Housing Authority Resident:

This Notice is to inform you that the Town of Middleton is soliciting names for consideration to fill the Town Appointed Tenant Board Member seat of the Middleton Housing Authority (MHA). 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 MHA 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 MHA. The Board acts by a majority votes which are cast by Board members at open meetings.

As a Tenant Member of the MHA 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 MHA Board and DHCD; MHA Budgets; Capital Improvement Plan (CIP); Annual Plans; Performance Management Reviews (PMR); and the State-wide online tenant selection system (CHAMP).

To be considered for the Town Appointed Tenant Board Member seat, you must complete and send the attached Letter of Intent and Tenant Member Application to Ilene Twiss, Middleton Town Clerk, Middleton Town Hall, 48 S Main Street, Middleton, MA 01949. All submissions must be received at her office by September 26, 2022.

If you have any questions, you may call 978 777 0909, ext. 304, or email cindy@middletonhousing.org.

Sincerely,

Cynthia Dunn
Acting Executive Director