



Commonwealth of Massachusetts
**DEPARTMENT OF HOUSING &
 COMMUNITY DEVELOPMENT**

Charles D. Baker, Governor ♦ Karyn E. Polito, Lieutenant Governor ♦ Jennifer D. Maddox, Undersecretary

PHN 2022-02 Addendum #1

TO: All Local Housing Authorities
 FROM: Ben Stone, Director, Division of Public Housing
 RE: Local Housing Authority Executive Director Salary and Qualifications Schedule
 DATE: September 19, 2022

This Addendum issues the executive director salary schedule for FY 23 which includes LHAs with the following fiscal year ends; 6/30/23, 9/30/23, 12/31/23, and 3/31/24. Attachment A, LHA Executive Director Salary Calculation Worksheet is amended to incorporate the 5% increase to the unit base salary for executive directors. You are reminded that the program factor(s) and family factor remain the same.

The maximum salary cap for executive directors with direct employment from an LHA is \$198,450. The maximum salary cap for an executive director when including additional salary taken from other program activities is \$218,295.

Executive Director's at or beyond the \$218,295 cap can request a compensation increase from the management fee, with approval from the Owner board, to be received as a bonus. The bonus is capped at 10% of the management fee. As stated in PHN 2022-02, a bonus to be paid from state funds is an exception to DHCD's policy disallowing bonuses to be paid from state funds. Further the bonus cannot be added to the executive director's salary and cannot be used as part of the calculation for retirement benefits.

Step 1. The Full Time Unit Based Salary Maximum is amended as follows for FY 23:

FY 2023 (Effective July 1, 2022 - June 30, 2023)

		FULL-TIME UNIT-BASED SALARY		
Total Units	Base Number of Units	At Lowest Unit Count in Range	At Highest Unit Count in Range	Increment Factor
1 - 29	1	\$ 53,933	\$ 77,825	\$ 853.29
30 - 59	30	\$ 77,827	\$ 81,144	\$ 114.38
60 - 169	60	\$ 81,145	\$ 89,190	\$ 73.81
170 - 399	170	\$ 89,191	\$ 98,033	\$ 38.61
400 - 699	400	\$ 98,034	\$ 112,974	\$ 49.97
700 - 999	700	\$ 112,975	\$ 131,989	\$ 63.59
1000 - 1499	1,000	\$ 131,990	\$ 142,756	\$ 21.58
1500 - 1999	1,500	\$ 142,757	\$ 155,791	\$ 26.12
2000 - 2999	2,000	\$ 155,792	\$ 170,539	\$ 14.76
3000 - 4999	3,000	\$ 170,540	\$ 186,429	\$ 7.95
5000 - 7999	5,000	\$ 186,431	\$ 198,450	\$ 4.01
DHCD salary cap for single / dual LHA:			\$ 198,450	