

PEMBROKE HOUSING AUTHORITY

Kilcommons Drive
Pembroke, MA 02359

NOTICE OF SPECIAL MEETING

Notice is hereby given in accordance with Section 23B of Chapter 39 of the General Laws that a Special Meeting of the Pembroke Housing Authority will be held on **Tuesday September 26, 2017, at 5:30 p.m.** in the Community Building on Kilcommons Drive in the Town of Pembroke, Massachusetts.

Carolyn Crossley,
Chairperson

AGENDA

1. **Announcement.**
2. **Minutes.** August 8, 2017
3. **Correspondence.**
 - a. PHA 5 Year Capital Action Plan Approval.
 - b. REAC Report.
 - c. VMS Remote Review
 - d. Inter-Office Memo R. Mahoney
 - e. Employee notification
4. **Executive Director's Report.**
5. **Finance.** July 2017, August 2017 Financial Compilation Reports.
6. **Old Business.** Commissioner Training
7. **New Business.**

Open Meeting Law Training, by state regional attorney, Ms. Pat Grace.

Approve the Award and authorize the Contract Officer to execute a contract for the **Roof Replacement at MacDonald Way** to *W.P.I. Construction Inc.* in the amount of \$95,000.00.

Approve the *Certificate of Substantial Completion* for *Cassidy Corp.* for the **Sidewalk and Walkway Replacement** at Kilcommons Drive.

Approve the *Certificate of Final Completion* for *Cassidy Corp.* for the **Sidewalk and Walkway Replacement** at Kilcommons Drive.

Approve the *Final Payment* to *Cassidy Corp.* for the **Sidewalk and Walkway Replacement** at Kilcommons Drive, in the amount of \$1,884.35.

Approve and adopt the **2017 Maintenance Policy**.

Approve and enter into a **Remote Deposit Plus Agreement** with Rockland Trust Company, and to further authorize the Executive Director and his designee(s) as Users for remote deposits.

Approve, Authorize and Execute the form granting **Access to ACH Reporting**, for Section 8 Coordinator Lynne Levesque and Bookkeeper Theresa Saccone.

Approve and adopt the **2017 Utility Allowance Schedule for Section 8 Housing** as provided by Old Colony Planning Council.

Adjourn.
Posted 9-22-17, 4:36Pm

Minutes 8/10/17
Correspondence
RTC Remote Deposit Plus Agreement
Positive Pay User Access Form
Old Colony Planning Council 2017 Utility Allowance

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