

**PEMBROKE HOUSING AUTHORITY**

Kilcommons Drive  
Pembroke, MA 02359

**NOTICE OF REGULAR MEETING**

Notice is hereby given in accordance with Section 23B of Chapter 39 of the General Laws that a Meeting of the Pembroke Housing Authority will be held on **Tuesday February 13, 2018, 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.**                    January 16, 2018
3. **Correspondence.**
4. **Executive Director's Report.**
5. **Finance.**
6. **Old Business.**

Review and Approve **Assistant Executive Director's Job Description.**

7. **New Business.**

**Approve the FY2018 Operating Budget for the 400-1 Program**

**Approve the FY2018 Operating Budget for the 689 Program**

**Approve the FY2018 Operating Budget for the MRVP Program**

Authorize the Executive Director to execute a contract with MacRitchie Engineering Inc. for the design and contract administration for the **Standby Generator at Lydia Ford Road.** The contract is in the amount of \$19,928.00.

**Approve the Executive Director's Job Description**

**Adjourn.**

**Posted 2-9-2018, 12:23 PM**

Documents:  
Minutes 1/9/18  
FY2018 Budgets  
Ass't ED Job Desc.