

## **PEMBROKE HOUSING AUTHORITY**

Kilcommons Drive  
Pembroke, MA 02359

### **NOTICE OF 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 January 22, 2019, 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.**                      October 2018 Meeting
- 3. Correspondence.**
- 4. Executive Director's Report.**
- 5. Finance.**                      Quarterly Reports
- 6. Old Business.**              Assistant Executive Director
- 7. New Business.**

Tom Berry

Motion to award and authorize the Executive Director to execute a contract to BLM Engineers, Inc. for the Design and Contract Administration for the Heating Renovations at MacDonald Way. Contract amount of \$11,940.00.

Motion authorizing the Director and Fee Accountant to write-off any balances, deemed unrecoverable, up to \$ 1,000.00 in tenant accounts receivable.

Executive Director Contract.

**Adjourn.**

**Posted 1-17-19, 3:07PM**

Pembroke\_January\_22\_2019\_Agenda

Files:  
Minutes, Quarterly Reports,  
Comm. Insurance Pol., Quarterly Reports