

ATTACHMENT (NO. 2)

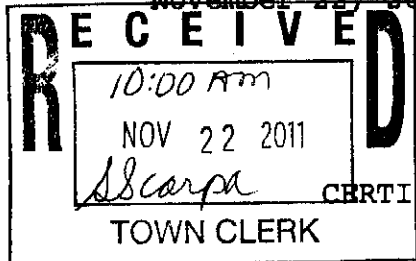
A copy of the NOTICE OF MEETING, pursuant to Section 23B of Chapter 39 of General Laws, with the CERTIFICATE AS TO SERVICE OF NOTICE OF MEETING attached hereto, was read and ordered spread upon the minutes of this meeting and filed for record.

NOTICE OF MEETING

Notice is hereby given in accordance with Section 23B of Chapter 39 of the General Laws that a meeting of the **LEE HOUSING AUTHORITY** will be held at **4:30 pm. on November 28, 2011, at Brown Memorial Court, 155 Marble Street, Lee, Ma.**

Lee Housing Authority

~~November 22, 2011~~



by: Suzanne M Scarpa  
title: Town Clerk

CERTIFICATE AS TO SERVICE OF NOTICE OF MEETING

(Sec. 23B Chapter 39 General Laws)



I, Diane Shepardson, the duly appointed, qualified and acting Chairperson of the Lee Housing Authority do hereby certify that on November 22, 2011 I filed, in the manner provided by Section 23B, Chapter 39, General Laws, with the Clerk of the Town of Lee, A NOTICE OF MEETING of which the foregoing, is true and correct copy.

IN TESTIMONY WHEREOF, I have hereunto set my hand and the seal of said Authority this 22nd day of November 2011



Diane Shepardson  
Diane Shepardson, Chairperson  
Lee Housing Authority

Lee Housing Authority  
Agenda/Board of Director's Meeting  
November 28, 2011

1. Minutes of regular meeting of October 17, 2011
2. Programs
  - a. 667 - vacancies
  - b. 705 - vacancies
  - c. 689 - programs
3. Old Business
  - a. Personnel Policy for Comp/Overtime
4. New Business
  - a. Mileage set in Guidelines
  - b. Remove Delinquent Rent Charge Policy
  - c. Sanding Contract for FY'12
  - d. Conflict of Law annual certification
5. Executive Directors Report
  - a. Tree Removal
  - b. CIP
6. Financial
  - a. Monthly Balance Sheet September 30, 2011
  - b. Monthly Check Register October 2011
  - c. Quarterly Operating Statement/Modernization Reports as of September 30, 2011

And any topic the Chairperson could not reasonably anticipate.

7. Adjournment

