



TOWN OF BURLINGTON

Meeting Posting

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Notice of Public Meeting – (As required by G.L. c. 30A, c. §18-25)

DEPT./BOARD: Burlington Housing Authority

DATE: April 09, 2025

TIME: 10:00 am

PLACE: Tower Hill Community Room - 15 Birchcrest Street, Burlington MA

Agenda

1. Salute the Flag.
2. Roll Call.
3. Requiring a Board Vote: To approve the Minutes of the Board Meeting held on March 12, 2025.
4. Requiring a Board Vote: To approve the Warrant of paid invoices in the amount \$45,803.16 and Payroll Journal in the amount of \$22,674.31 for the period of March 1, 2025 – March 31, 2025.
5. Requiring a Board Vote: To approve the memo/decision received from MHP (Massachusetts Housing Partnership via EOHLC) on the feasibility of developing the vacant BHA-owned land located off Adam Street and Wheeler Road in Burlington for Housing Development.
6. Requiring a Board Vote: To approve the Submission Review Memorandum / Phase Approval of WP# 048052 Driveway Repair Seal and Stripe Low Bid Approval in the amount of \$74,485.00 from Century Paving & Construction Corp, along with references from other contractors about Century Paving & Construction Corp.
7. Requiring a Board Vote: To approve WP#048047 Roof Replacement Project Certificate of Substantial Completion. This vote is to approve payment of Certificate of Substantial





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Completion of the final payment given to Burlington Housing Authority from Capeway Roofing Systems, Inc.

8. Requiring a Board Vote: To approve an increase in the donations that is given to both Tenant Association's from \$6.00 to \$10.00 per unit per year from Burlington Housing Authorities Management Program.
9. Requiring a Board Vote: To approve the Executive Director to authorize to sign the amendment CFA'S (Contract for Financial Assistance). This will allow the ED to be authorized to sign the amendment as she can initially receive the DocuSign Documents.
10. Requiring a Board Vote: To approve the FY2025 Fair Market Rents for Boston-Cambridge-Quincy, MA-NH HUD Metro FMR Area FMRS for all Bedroom Sizes effective as of 04/01/2025.
11. Requiring a Board Vote: To approve the FY2025 Payment Standard for our Section 8 Housing Choice Vouchers for all Bedroom Sizes effective 05/01/2025 to remain the same as FY2024 Payment Standards. The FY2025 Payment Standards for Burlington Housing Authority are lower than the FY2025 Fair market Rents for Boston-Cambridge-Quincy, MA-NH HUD Metro FMR Area FMRS for all Bedroom Sizes.
12. Review: The SOS (Scope of Services) for WP# 048056 Burlington Housing Authority Office Expansion conducted by Vance Stein Architects listing the Designer's most current cost estimate at \$51,097.00.
13. Review: February Monthly Accounting Report, Cost Comparatives, and Extraordinary Expenditure Report.
14. Requiring a Board Vote: To approve and or vote to appointment a Vice-Chairperson to the Burlington Housing Authority's Board.
15. Requiring a Board Vote: To approve of starting the process of searching for a new Tenant Board member to replace Mary Bieren as the current Tenant Board member.
16. Executive Director's Notes:
17. New Business: No new Business





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18. Report on Tenant Associations:

19. Adjourn the Meeting.

