



TOWN OF BURLINGTON

Minutes Posting

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

DEPT./BOARD: Burlington Housing Authority

DATE: April 11, 2024

TIME: 10:00 am

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

MEMBERS IN ATTENDANCE:

Dick Howard- Vice Chairman
Brian Curtin-Treasurer
Maryann Bieren- Board Member
Eileen Sickler – Board member

MEMBERS ABSENT:

N/A

MINUTES

- 1. Salute the Flag: Pledge of Allegiance**
- 2. Roll Call - Present at the meeting: See above for attendance.**
- 3. Approval of the Minutes of the regular meeting held on March 21, 2024:** Upon motion by Brian Curtin and duly seconded by Maryann Bieren, it was voted to approve the minutes of the regular meeting held March 21, 2024. All present voted in favor.
- 4. Approval of the Warrant of paid invoices in the amount \$48,607.77 and Payroll Journal in the amount of \$24,513.13 for the period of March 1, 2024 – March 31, 2024:** Upon motion by Maryann Bieren and duly seconded by Brian Curtin, it was voted to approve the warrant of paid invoices and payroll journal. All present voted in favor.
- 5. Approval of the Single Audit of 2022 (Which includes Management's Discussion and Analysis, Financial Statements, and Supplemental Information):** Upon motion by Maryann Bieren and duly seconded by Brian Curtin, it was voted to approve. All present voted in favor.





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6. Executive Director Paula Kinnon Notes:

We wanted to congratulate Dick Howard on his winning of the election that was held on April 6, 2024, for another five-year term as a Board Member here at Burlington housing Authority.

We also wanted to congratulate Eileen Sickler on her winning the election that was held on April 6, 2024, for a three-year term replacing Walter DeCost as a Board Member here at Burlington Housing Authority.

We have 2 vacant units at Tower Hill, 1 vacant Unit at Birchcrest and 1 Vacant 705 Family House @ Nelson Road.

Capeway Roofing project started on April 1, 2024, and should be running up to the first two weeks of the beginning of May 2024.

We submitted a copy of BHA Cost Comparatives (February 2024 – as of February 2024) for all programs from Marcum (CAP).

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7. Report of Tenant Associations: Tower Hill:

Patricia Standford was there to represent the association, she stated that they will be having the annual Kentucky Derby party which will be held on Saturday May 4, 2024.

Memorial Day: Looking for volunteers to help cook up some Hot dogs and Hamburgers for residents to get together and if that cannot happen, a possible chicken dinner will be served. More information to follow.

A suggestion box has been placed in the lobby. Positive and productive suggestions are requested to better serve the needs of the residents.

Birchcrest Arms: No representative was present.

8. New Business: Contractor pricing on the search of providing more available parking spaces to Tower Hill

9. Adjourn the meeting: Upon motion by Brian Curtin and duly seconded by Maryann Bieren, it was voted to adjourn meeting. All present voted in favor.

