



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: September 10, 2025

TIME: 10:00 am

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

MEMBERS IN ATTENDANCE:

Richard Howard – Chairman
Jack Nagle – Vice-Chairman
Brian Curtin-Treasurer
Eileen Sickler – Board Member
Edwin Collard – Board Member

MEMBERS ABSENT:

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 August 12, 2025:** Upon motion by Brian Curtin and duly seconded by Eileen Sickler, it was voted to approve the minutes of the regular meeting held September 10, 2025. All present voted in favor.
- 4. Approval of the Warrant of paid invoices in the amount \$5,185.53 and Payroll Journal in the amount of \$22,533.12 for the period of August 1, 2025 – August 31,**





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- 2025:** Upon motion by Jack Nagle and duly seconded by Edwin Collard, it was voted to approve the warrant of paid Invoices and Payroll Journal for the period of August 1, 2025 – August 31, 2025. All present voted in favor.
5. **Approval vote by the Board of July Cost Comparatives and Extraordinary Expenditure Report.** Upon motion by Brian Curtin and duly seconded by Eileen Sickler, it was voted to approve the July Cost Comparatives and Extraordinary Expenditure Report. All present voted in favor.
6. **Approval vote by the Board of the proposed Annual Plan for Fiscal Year 2026 for State Aided Public Housing:** Upon motion by Brian Curtin and seconded by Jack Nagle it was voted to approve the proposed Annual Plan for Fiscal Year 2026 for State Aided Public Housing. All present voted in favor.
7. **Approval vote to approve the new passbook rate starting January 1, 2026, for the Section 8 Program:** Upon motion by Brian Curtin and seconded by Edwin Collard it is voted to approve the new passbook rate starting January 1, 2026, for the Section 8 Program. All present voted in favor.

Executive Director's Notes:

1. Vacancies: 2 Vacancies at Birchcrest Arms
2. Driveway project for Tower hill will be getting underway on 09/15/2025 and will continue through 09/29/2025.
3. The company called Jem that replaced our gas heaters and water heaters at Tower hill will be coming back to replace a pipe on the first floor and some valves and shutoffs in the basement due to corrosion. This will take place in October and Tower Hill will be notified, due to possible water shutdowns.
4. Management Program: The Veteran's (3-bedroom Family house) @ 127 South Bedford Street will be vacant as of 10/01/2025. We want to do some renovations, due to the damage from last tenant.





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5. FMR'S came out, but going to be looking at my Payment Standards to see how I can help with my shortfall in my Section 8 Program. Must look at my two-year tool and I will be speaking to another Housing Authority, because they are looking into something else that would help with getting the proper Payment Standards for my area.
6. Reaching out to people on the sale of the Parcel of Land that BHA owes in order to make sure proper procurement regulations are made to sell the property.

New Business: No new business was discussed

Tower Hill Tenant Association: Had an ice cream social event that was held at Tower Hill's Community Room for Labor Day. Residents that attended had a great time. The Tenant Association at Tower Hill will not be holding a Halloween party due to another event happening within the month of November. That event will be posted at a future date.

Birchcrest Arms Tenant Association: No Tenant representation from Birchcrest Arms.

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

