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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 09, 2026

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 – Commissioner Member
Edwin Collard – Tenant 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:** Upon motion by Edward Collard and duly seconded by Jack Nagle, it was voted to approve the minutes of the regular meeting held August 12, 2026. All present voted in favor.

4. **Approval of the Special Minutes:** Upon motion by Brian Curtin and duly seconded by Edwin Collard, it was voted to approve the minutes of the special meeting held August 26, 2026. All present voted in favor. Eileen Sickler abstained from voting.

5. **Approval of the Warrant of paid invoices in the amount of $113,521.99 and Payroll Journal in the amount of $25,457.59 for the period of August 1, 2026 – August 31, 2026:** Upon motion by Edwin Collard and duly seconded by Eileen Sickler, it was voted to approve the Warrant of Paid Invoices and Payroll Journal for the period of June 1, 2026 – June 30, 2026. All present voted in favor.

6. **Approval vote by the Board of July 31, 2026, Cost Comparatives and Extraordinary Expenditure Report:** Upon motion by Brian Curtin and duly seconded by Edwin Collard, it was voted to approve July 31, 2026, Comparatives and Extraordinary Expenditure Report. All present voted in favor.

7. **Approval vote by the Board to send out the Notification of change in Housing Inspection Protocol (NSPIRE):** Upon motion by Jack Nagle and duly seconded by Edwin Collard, it was voted to approve the compliance deadline for full transition from HQS to NSPIRE as of 02/01/2027. All present voted in favor.

8. **Approval vote by the Board to approve the Civil Rights Certification (Qualified PHA'S) this is an annual certification and board resolution:** Upon motion by Jack Nagle and duly seconded by Edwin Collard, it was voted to approve the Civil Rights Certification (Qualified PHA'S) this is an annual Certification and board Resolution. All present voted in favor.

New Business: No New Business

Executive Director's Notes:

1. Vacancies: 2 at Birchcrest Arms & 1 at Tower Hill.

2. **Project # 048051 Delays:** My bathroom sink, shower value, diverter, and medicine cabinet project have been delayed multiple times. One of the major problems is communication with the construction supervisors. We have tried keeping the residents

informed as we find out information. The buildings over at Birchcrest Arms were built in the 1960's so, a 40-unit asbestos abatement had to be performed. While going through each unit we have also discovered 8 units with potential mold behind the shower valves. I will be having a meeting with all involved as to how to handle the mold. We have requested a mold consultation as to how to proceed with this. We are hoping that all 40-Units will not have to go through remediation.

Tower Hill Tenant Association: Tower Hill's Tenant Association held an ice cream social event on 09/07/2026, and about 30 people attended.

The Association is making plans to hold a Halloween party. They will get together to discuss what needs to be done to make that happen.

Helen Consolazio's children, Diane and Michael and their families came on 08/11/2026 and treated Tower Hill residents to pizza, vegetables, and dessert in honor of their mother a former longtime resident of Tower Hill.

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

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