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# TOWN OF BURLINGTON

## Meeting Posting

*Email Posting to [meetings@burlington.org](mailto:meetings@burlington.org) or Bring to the Clerk's Office. Thank you  
Notice of Public Meeting – (As required by G.L. c. 30 A, c. §18-25)*

DEPT./BOARD: Burlington Housing Authority  
DATE: February 9, 2023  
TIME: 9:00 am  
PLACE: Tower Hill Apartments Community Room, 15 Birchcrest Street, Burlington, MA 01803

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### Agenda

#### Moment of Silence for Roberta Barufaldi

1. Salute the Flag.
2. Roll Call
3. Requiring a Board Vote: To approve the Minutes of the last Board Meeting of January 12, 2023
4. Requiring a Board Vote: To approve the Warrant of paid invoices in the amount \$46,753.90 and Payroll Journal in the amount of \$20,753.44 for the time period January 1, 2023-January 31, 2023.
5. Presentation of the Year End Financial Statements for Program 400, Section 8 and the Management Program, presented by Richard Conlon Jr, CPA.
6. Requiring a Board Vote: To approve 2022 Certification of Compliance with Lead Paint Notification Procedures, Top 5 Compensation form and the Year-End Financial Statements.
7. Requiring a Board Vote: To add language to the Personnel Policy about overtime on holidays. Exact wording would be "Any employee required to work on a holiday, will be compensated at a 1.5 rate for hours worked in lieu of the observed holiday or will be paid straight time subject to funds available.
8. Executive Directors Report
9. Report of Tenant Associations
  - a. Tower Hill
  - b. Birchcrest Arms





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10. New Business

11. Adjourn the Meeting.

