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TOWN OF BURLINGTON

Meeting Minutes

Email minutes to meetings@burlington.org or Bring to the Clerk's Office. Thank you
Minutes need to be posted within 30 days or 2 meetings of the board – Draft minutes can be posted and revised at a later date.

DEPT./BOARD: Burlington Housing Authority

DATE: May 11, 2023

TIME: 9:00 am

PLACE: Tower Hill Apartments Community Room, 15 Birchcrest Street, Burlington.

MEMBERS IN ATTENDANCE:

Albert Fay-Chairman
Dick Howard- Vice Chairman
Steven Wasserman- Board Member
Maryann Bieren-Tenant Board Member
Brian Curtin-Treasurer

Agenda

Moment of Silence for Thomas McLellan and Jack Lyver

- 1. Salute the Flag.**
- 2. Roll Call- Present at Meeting: See Above**
- 3. Approval of the minutes of the regular meeting held on April 13, 2023:**
Upon motion by Dick Howard and duly seconded by Steven Wasserman, it was voted to approve the minutes of the regular meeting held April 13, 2023. All present voted in favor.
- 4. Approval of the Warrant of paid invoices in the amount \$51,341.40 and Payroll Journal in the amount of \$21,723.63 for the period of April 1, 2023-April 30, 2023:** Upon motion by Brian Curtin and duly seconded by Dick Howard it was voted to approve the warrant of paid invoices and payroll journal. All present voted in favor.
- 5. Executive Directors Report**
 - The Executive Director search is moving forward, we have had two applicants and will need to discuss if we interview those two applicants or extend the due date.





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- We received a High Performer Status for SEMAP but did have points deducted for the FSS program. There has been no mention of us having an FSS program in the past and therefore we are going to move forward with filing an exception if it is necessary.
- We should be putting out a bid shortly for our roof repair job, they are hoping to start this project in the summer.

6. Report of the Tenant Associations:

Tower Hill: Pat Standford was there to represent Tower Hill. Pat stated that there was a Kentucky Derby party held over the weekend. She also stated that there is a Memorial day party scheduled and that a donation of \$300 was received which will be used towards the 4th of July cookout.

Birchcrest Arms: No representative was present.

7. New Business: No New business.

8. Adjourn the meeting: Upon motion by Dick Howard and duly seconded by Brian Curtin, it was voted to adjourn the meeting. All present voted in favor, none opposed.

