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# TOWN OF BURLINGTON

## Meeting Minutes

Email minutes to [meetings@burlington.org](mailto: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: June 22, 2023 ~ SPECIAL MEETING ~

TIME: 1:00 p.m.

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

### MEMBERS IN ATTENDANCE:

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

### MEMBERS ABSENT:

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### Agenda

- 1. Salute the Flag.**
- 2. Roll Call- Present at Meeting: See Above**
- 3. Presentation of final two (2) top ranked candidates for position of Executive Director.** ED search sub-committee member Richard Howard advised the board of the outcome of interviews by Patricia Grace and subsequent review of resumes, interview questions and reference checks. Recommended that the board offer the position of ED to what the committee and Patricia felt was the best candidate, Paula Kinnon.
- 4. Approval of offering the position of Executive Director of the Burlington Housing Authority at 37.5 hours per week, full time, and at annual salary of \$88,000. per year to Paula Kinnon.** Upon motion duly made by Richard Howard and seconded by treasurer Brian Curtin, it was unanimously approved to offer the position to Paula Kinnon. All other members voted in favor by name, none opposed.





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## *Meeting Minutes*

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**5. New Business:** Steven Wasserman announced he will be resigning from the Board of the BHA effective June 30, 2023 due to his moving out of Burlington and will no longer be qualified to serve. He offered a few words regarding future projects for the BHA as well as developing the land owned by the BHA.

**6. Adjourn the Meeting:** Upon motion by Richard Howard and duly seconded by Brian Curtin, the meeting was adjourned, all in favor and none opposed.

