



# 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: March 21, 2024  
TIME: 10:00 am  
PLACE: Tower Hill Community Room - 15 Birchcrest Street, Burlington MA

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## Agenda

1. Salute the Flag.
2. Roll Call.
3. Requiring a Board Vote: To approve the Minutes of the Board Meeting held on February 22, 2024.
4. Requiring a Board Vote: To approve the Warrant of paid invoices in the amount \$42,765.71 and Payroll Journal in the amount of \$21,315.71 for the period of February 1, 2024 – February 29, 2024.
5. Requiring a Board Vote: To approve EOHLC Department of Labor Standards from April 1, 2024, through March 31, 2025.
6. Requiring a Board Vote: To approve the changing of operating hours from Monday – Friday 9:00 A.M. to 2:00 P.M. to Monday, Tuesday, and Wednesday from 9:00 A.M. to 2:00 P.M., Thursday 9:00 A.M. to 3:30 P.M. & Friday 9:00 A.M. to 12:30 P.M.
7. Requiring a Board Vote: To approve the early release on Fridays, this will change the hours from Monday – Friday 7:30 A.M. to 3:00 P.M. to Monday, Tuesday, and Wednesday from 7:30 A.M. to 3:00 P.M. Thursday 7:00 A.M. to 4:30 P.M. & Friday 7:30 A.M. to 1:00 P.M.
8. Requiring a Board Vote: To approve changing the passbook rates for HUD. From 0.06 to 0.40
9. Requiring a Board Vote: To approve changing the Utility rates for Section 8.
10. Requiring a Board Vote: To approve Personnel Policy change regarding vacation accruals. No more than two weeks of unused paid vacation is accrued in any one fiscal year to the next. However, no more than





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eight (8) weeks of vacation may be accrued in total without written permission of the Executive Director. Use of all leave on a combined basis (except special leave status) may not exceed twelve weeks during any given year.

11. Executive Director's Notes:
12. Report of Tenant Associations:
13. New Business:
14. Adjourn the Meeting.

