



TOWN OF BURLINGTON

Meeting Posting

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Notice of Public Meeting – (As required by G.L. c. 30A, c. §18-25)

DEPT./BOARD: Burlington Housing Authority

DATE: November 12, 2025

TIME: 10:00 am

PLACE: Tower Hill Community Room - 15 Birchcrest Street, Burlington MA

Agenda

1. Salute the Flag.
2. Roll Call.
3. Requiring a Board Vote: To approve the Minutes of the Board Meeting held on October 08, 2025.
4. Requiring a Board Vote: To approve the Warrant of Paid Invoices in the amount \$62,120.22 and Payroll Journal in the amount of \$24,429.12 for the period of October 1, 2025 – October 31, 2025.
5. Requiring a Board Vote: To approve the September Quarterly Cost Comparatives and Extraordinary Expenditure Report.
6. Requiring a Board Vote: To approve one of the following two law firms to represent the Burlington Housing Authority with the disposition of BHA's landlocked property. KJP Partners (Kurt James) is a law firm that was referred to us by Jonathan Driscoll (Driscoll & Driscoll). KJP Partners concentrates their practice in the area of real estate development and finance with special emphasis on structuring complex, affordable housing and community development projects. The second law firm's name is KP Law, P.C., a well-known law firm within the Housing Authority communities. Michele E. Randazzo, one of the lawyers within the firm, has taken it upon herself to investigate to determine that there is no conflict





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of interest with the Town of Burlington and her firm. She verified that the town had not reserved any rights or interest in the land per se.

7. Requiring a Board Vote: To approve hiring Gregory C. Story (A.M. Appraisal Associates, INC.) for a Cost of Service: \$4,750.00 for an appraisal, or to hire Braese Associates for a Cost of Service: \$2,400.00 to provide a narrative report for BHA'S landlocked parcel of land.
8. Requiring a Board Vote: To approve the EOHLC - FY2026 Budget guidelines for the Executive Director salary increase.
9. Requiring a Board Vote: To approve the FY2026 Budget Summary according to the EOHLC – FY2026 Budget guidelines for Burlington Housing Authorities and the signing of FY2026 Budget Certifications. CBIZ - (Michael Guyder) will be present at the meeting for any questions that may arise.
10. Requiring a Board Vote: To approve regionalizing Section 8 Payment Standards effective 01/01/2026.
11. Executive Director's Notes:
12. New Business: No new Business
13. Report on Tenant Associations:
14. Adjourn the Meeting.

