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TOWN OF BURLINGTON

Meeting Minutes

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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: January 7, 2021

TIME: 10:00 am

PLACE: Virtual

MEMBERS IN ATTENDANCE:

Albert Fay- Chairman

Richard Howard – Vice Chairman

Angela Wells-Bean – Asst Treasurer

Brian Curtin – Treasurer

Bernice Ferguson – (late)

MEMBERS ABSENT:

Minutes

Moment of Silence of Rose Goffredo

The members of the Burlington Housing Authority Board of Commissioners met in a regular session on Thursday, January 7, 2021 at 10:00 a.m. in a virtual meeting, Chairman, Albert Fay, presiding.

1. Pledge of Allegiance

2. Roll Call – Present at the meeting: See Above

3. Approval of Minutes of the regular meeting held December 3, 2020

Upon motion by Richard Howard and duly seconded by Brian Curtin, it was voted to approve the minutes of the regular meeting held December 3, 2020. All present voted in favor, none opposed.

Member Bernice Ferguson was welcomed to the meeting.

4. Review of November 30, 2020 Monthly Financial Report as prepared by Richard Conlon Jr., CPA





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The financial statements were reviewed by Anne-Marie Moglia, Executive Director.

5. Approval of the Warrant of Paid Invoices in the amount of \$77,055.07 and Payroll Journal in the amount of \$25,970.11 for the time December 1, 2020 – December 31, 2020

Upon Motion by Brian Curtin and duly seconded by Bunny Ferguson, it was voted to approve the warrant of paid invoices and payroll journal for the noted period. All present voted in favor, none opposed.

6. Review of Audited Financial Statements for Fiscal Year End December 31, 2020

The Executive Director, Anne-Marie Moglia, reported there were no findings or substantive changes to the financial statements.

7. Executive Director Report

The Executive Director, Anne-Marie Moglia, reported the following:

90 of the 93 allocated vouchers were leased on the Section 8 program effective January 1, 2021. 6 families held vouchers and were actively searching for units. There are no vacancies in the 705 or management program and two vacancies in the 667-program.

Vacancies in the 667 and Section 8 programs were significantly increased compared with the two prior years.

The new lobby flooring had been installed and the community room furniture had been ordered with delivery expected in February.

8. Report of Tenant Associations

Tower Hill Association:

No representative was present.

Birchcrest Arms Association:

No representative was present.

9. Adjournment of the Meeting

Upon Motion by Richard Howard, duly seconded by Bunny Ferguson, it was voted to adjourn the meeting. All present voted in favor, none opposed.

