

BILLERICA

HOUSING AUTHORITY

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TO: Board of Commissioners 
FROM: Robert M. Correnti
DATE: May 23, 2019
RE: **JUNE 2019 EXECUTIVE DIRECTOR'S REPORT**

A. ADMINISTRATIVE ACTIONS:

1. **Smoking:** Conference with resident of Talbot; Next violation for 13 River St resident will result in Housing Court action.
2. **Overdue Rent:** Court Agreement being honored by resident.
3. **Other:** none

B. MONTHLY TENANT MEETINGS:

1. **May 7th, 2019 Meeting:**
 - i. (6) six attended from Talbot
 - ii. (21) twenty-one attended from 13 River
 - iii. (17) seventeen attended from 16 River
 - iv. Approx. 25% attendance (above avg)

C. 13 RIVER PAVING PROJECT

1. Meeting with Family Paving to review project. Will schedule meeting with tenants to review project timelines

D. INSPECTION TRAINING:

1. On 5/29/19, I successfully completed a two Day off site DHCD Facility Management Inspection Training. The program provided excellent resources to improve our inspections.

E. TALBOT ASPHALT ROOF PROJECT:

1. Project will start in about a week and will be completed by 6/30/19 -funded as a Modernization Project.