


# BILLERICA

## HOUSING AUTHORITY

Martin E. Conway, Chair  
Carol Ford, Vice Chair  
James F. O'Donnell, Jr., Treasurer  
Marie O'Rourke, Assistant Treasurer  
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Robert M. Correnti, Executive Director

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**TO:** Board of Commissioners   
**FROM:** Robert M. Correnti  
**DATE:** August 25, 2021  
**RE:** **SEPTEMBER 2021 EXECUTIVE DIRECTOR'S REPORT**

**A. ADMINISTRATIVE ACTIONS:**

1. **Smoking:** None
2. **Overdue Rent:** None
3. **Other:** None.

**B. MONTHLY TENANT MEETINGS:**

1. The next Tenant Meeting is scheduled for 10/19/2021.

**C. MASON AVE UPDATE:**

1. Architect preparing dwgs and scope of work. Will go out to bid. Will advise Board once General Contractor is selected.

**D. 13 RIVER SITE IMPROVEMENT PROJECT FISH #031070:**

1. DHCD will be scheduling a Pre-Construction Conference Meeting. Notice to Proceed will be issued following the meeting. Hoping to get a major portion completed before the winter sets in!