

# BILLERICA

## HOUSING AUTHORITY

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**TO:** Board of Commissioners   
**FROM:** Robert M. Correnti  
**DATE:** May 1, 2023  
**RE:** **APRIL 2023 EXECUTIVE DIRECTOR'S REPORT**

### **A. ADMINISTRATIVE ACTIONS:**

- o (1) Default judgement in Housing Court (667-1 tenant) regarding Smoking. Awaiting Execution document from Housing Court;
- o (2) Zoom Court mediation meeting on May 1, 2023 regarding undisclosed income-failed to resolve issue. Matter now heading to Housing Court.
- o **Overdue Rent:** (1) Capias issued relative to former 705 tenant; (2) 14 day Notice issued to 667-2 tenant for non payment of rent;
- o **Other:**  
705 tenant made alterations to property without prior written approval. Also, tenant disposed of BHA property (stove & fridge) without prior approval. BHA property has been returned. BHA Counsel is pursuing legal action.

### **B. QUARTERLY TENANT MEETINGS:**

- o Next Tenant Mtg scheduled for 7/18/23.

### **C. 14 MASON AVE:**

- o On-site meeting held on 4/26/23. Based upon meeting, final plans should be available in about a week. Project should begin early June. All involved were excited and positive about the project. Funding on ASTM Warrant;

### **D. DHCD APPROVED ARPA PROJECTS:**

- o Interior/Exterior Paint project for Parker House #031084 approved-will go out to bid. Project had brief delay due to replacement of windows. BHA will be replacing thirteen (13) dormer windows. Now appears project will begin in August. Applied to

Historic Districts Commission for approval to replace windows-received unanimous approval on 5/3/23 for window replacement;

- o Slate Roof: #031083 also approved-need to mitigate asbestos. This will delay actual start of project.

**F. TALBOT AVE PARKING LOT/PAD ADA COMPLIANCE:**

- o Received estimate (approximately \$54k). Seeking State funding from compliance reserves-appears DHCD's decision will occur sometime in the summer of 2023;

**G. VALLEY COLLABORATIVE LUNCHES:**

- o As an incentive to increase participation in daily lunch program, we have an attendance raffle in April offering a gift basket with goodies and a \$50 Market Basket Gift Card, \$25 Liberty Bell Gift Card and \$25 Cheesecake Factory Gift Card. Have seen an uptick in resident participation for that month. Without raffle incentive, May participation decreased. Will have an incentive raffle in June. Also, Valley Collaborative will have a Summer BBQ on 7/26/23.

**H. INVESTMENT INTEREST RATES:**

- o All Northern CD'S at 4.5% - one Money Market at 3.5%.

**I. 16 RIVER PAINT PROJECT:**

- o Painter began 5/2/23 and project is well underway to paint building trim, entry doors (both sides) and apartment doors (only exterior of apartment doors).