

# BILLERICA

## HOUSING AUTHORITY

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

16 River St  
Billerica, MA 01821  
Tel 978-667-2175  
Fax 978-667-1156  
email: bcorrenti@billericahousing.org

**TO:** Board of Commissioners   
**FROM:** Robert M. Correnti  
**DATE:** October 30, 2023  
**RE:** **NOVEMBER 2023 EXECUTIVE DIRECTOR'S REPORT**

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

- o Legal Action in Housing Court pending for 667-2 resident;

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

- o **October 17, 2023 Meeting:**
  - o (5) five attended from Talbot
  - o (6) six attended from 13 River
  - o (18) eighteen attended from 16 River
  - o Approx. 17% attendance (low)
- o Next Meeting: January 23, 2024

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

- o Construction proceeding with goal of BHA having dry wall done in December during school vacation-roof is on (see photo enclosed - taken 11/8/23);

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

- o Interior/Exterior Paint project for Parker House #031084 Project substantially complete-working on punch list - anticipate punch list completion by end of November;
- o Slate Roof Replacement at Talbot #031083 project delayed due to asbestos mitigation-goal is still to get it done before snow flies;

### **E. 16 RIVER APARTMENT BUILDING FLOOD:**

- o Insurance claim submitted and approved. Total Mitigation and Repairs was \$35,919.73 minus \$5000 deductible making net claim \$30,919.73 PLUS Loss of Rents of \$6146.41 making Total Claim of \$37,066.14 and payment is in process;

**F. TALBOT PARKING LOT PROJECT:**

- o No significant update - still anticipate this project beginning in late Spring/Summer of 2024;

**G. VETERANS RECOGNITION:**

- o Valley Collaborative's Thanksgiving Turkey meal was provided on Thursday, November 9<sup>th</sup>, 2023 with ten (10) meals provided to Veterans or their spouses/widows/widowers. Cost of meal fully paid by BHA. Transportation, paid by BHA, provided thru COA. RSC Deb Imperioso arranged the veterans recognition;
- o Free frozen turkey and fixins provided to veterans or their spouses/widows/widowers on a take out basis. Pick up scheduled for November 20<sup>th</sup>, 2023 at 2:30 PM at 16 River Street. Arranged through Veterans Office;

**H. CHRISTMAS LUNCH:**

- o The traditional Christmas lunch continues with Valley Collaborative providing Caesar Salad, Prime Rib with Au Jus gravy, baked potato, string beans almondine, rolls and butter, and strawberry shortcake. Meal is scheduled for Tuesday December 19<sup>th</sup>, 2023. RSC Deb Imperioso has arranged for the BMHS Choir to perform at 16 River at approximately 10:45 AM followed by the Christmas meal. The Choir will also perform on Monday, December 18<sup>th</sup>, 2023 at 11:00 AM at 13 River Street and 1:00 PM at the Talbot. Thanks to RSC Deb Imperioso for arranging the BMHS Choir performances.

**I. PERFORMANCE MANAGEMENT REVIEW (PMR) :**

- o EOHLC conducted PMR on Thursday, October 26<sup>th</sup>, 2023. Focus was on (1) Work Order System and completion rate, (2) utilization of CHAMP and (3) random inspection of 13 River, Talbot and 705 programs. **There were NO FINDINGS.** We scored 100% with State Inspector commending Maintenance Staff and EOHLC Housing Management Specialist personally commending Office staff for their work. Credit absolutely goes to BHA Maintenance Staff and Office Staff for their efforts. Because of BHA's score, EOHLC will not conduct a PMR next year.