

BILLERICA

HOUSING AUTHORITY

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

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TO: Board of Commissioners 
FROM: Robert M. Correnti
DATE: March 5, 2024
RE: **JANUARY/FEBRUARY 2024 EXECUTIVE DIRECTOR'S REPORT**

A. ADMINISTRATIVE ACTIONS:

- o Trial scheduled for one (1) 667-2 resident;
- o **SMOKING:** no new actions to report;
- o **RENT:** Continue referring residents with overdue rent to RAFT. Also, entered into a payment plan for one (1) 667-2 residents. Scheduling court action for one (1) 705 resident

B. QUARTERLY TENANT MEETINGS:

1. **January 23rd, 2024 Meeting:**
 - o (5) five attended from Talbot
 - o (4) four attended from 13 River
 - o (15) fifteen attended from 16 River
 - o Approx. 14% attendance (low)
 - o Next Quarterly Tenant Meeting scheduled for April 23rd, 2024

C. 14 MASON AVE:

- o Construction proceeding. Interior work (e.g. plumbing, electrical, etc) underway.

D. DHCD APPROVED ARPA PROJECTS:

- o Interior/Exterior Paint project for Parker House #031084 Project complete-awaiting required documentation for project closeout and final payment;
- o Slate Roof Replacement at Talbot #031083 project scheduled to begin about 3/25/24.

E. TENANT ON BOARD OF COMMISSIONERS:

- o As all are aware, Commissioner Parker's term expires in April 2024. He did not submit an application for another term. Another resident (Ms. Catherine Moschner) submitted an application to the Select Board. On March 4th, 2024, the Select Board unanimously appointed resident Moschner to the Housing Authority Board of Commissioners for a five (5) year term - said term expiring in April 2029.

F. APRIL 11, 2024 BOARD MEETING:

- o The April 11, 2024 Board meeting is the Board's Annual Meeting and, as such, the Board will consider Re-Organizing;
- o Robert Maynard of the Town Manager's Office will be attending to demonstrate the recording of the meeting utilizing the "Owl" device.