

# BILLERICA

## HOUSING AUTHORITY

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**TO:** Board of Commissioners   
**FROM:** Robert M. Correnti  
**DATE:** 6/6/2025  
**RE:** JUNE 2025 EXECUTIVE DIRECTOR'S REPORT

**A. ADMINISTRATIVE ACTIONS:** Actions are pending in Housing Court and will be reported upon conclusion of legal action;

- o **SMOKING:** No new issues;
- o **RENT:** Continue referring residents with delinquent rent to RAFT. Payment Agreements have been executed where possible.

**B. QUARTERLY TENANT MEETINGS:**

- o Next Quarterly Tenant Meeting scheduled for July 15<sup>th</sup>, 2025.

**C. 13 RIVER STREET RECYCLE DUMPSTER UPDATE:**

- o After multiple discussions with Waste Management, recycle dumpsters at 13 River and 16 River have been cut and edges sanded.

**D. SEMI-ANNUAL INSPECTIONS:**

- o A significant number of work orders were generated, by the inspections, for issues that should have been reported by residents when the issue occurred. Despite continuously advising residents to promptly report issues requiring a work order and continuously advising residents not to verbally request Maintenance to do a repair, the procedures are not being followed. When asked, Maintenance advises residents to contact the Office. Work Orders are reviewed during Performance Management Reviews, so not following procedures can jeopardize maintenance staffing.

**E. MODERNIZATION PROJECT UPODATE:**

- o Video Surveillance Project (031087) going out to bid. Project cost has increased to about \$150,000 - hoping this project will be done in October/November 2025 timeframe.
- o 13 River Bathroom sink replacement Project (031085) out to bid-also anticipating October/November 2025 timeframe.
- o McColough House and Talbot Parking Lot projects are still going through EOHLC review.