

BILLERICA

HOUSING AUTHORITY

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TO: Board of Commissioners 
FROM: Robert M. Correnti
DATE: December 28, 2017
RE: **January 1, 2018 EXECUTIVE DIRECTOR'S REPORT**

A. ADMINISTRATIVE ACTIONS:

1. **Smoking:** Eviction process underway for one (1) tenant;
2. **Overdue Rent:** Eviction process underway for one (1) tenant;
3. **Other:** Eviction process underway for one (1) tenant for Lease violation - bed bugs.

B. MONTHLY TENANT MEETINGS:

1. **December 12th, 2017 Meeting:**
 - i. (7) Seven attended from Talbot
 - ii. (14) Fourteen attended from 13 River
 - iii. (14) Fourteen attended from 16 River
 - iv. Approx. 20% attendance (average)

C. SEMI-ANNUAL INSPECTIONS:

1. Semi-Annual Inspections have been completed. All but two properties have been inspected. Units with issues have received written notification and will be monitored;

D. 13 RIVER STREET REPAIR/REPAVING PROJECT (Fish # 031068):

1. Tenant Meeting on 12/12/17 was well received and informative. Process will continue and another meeting with Tenants will be held so as to review final plans and schedule. Project anticipated to go out to bid in February 2018 timeframe with construction to begin in late spring;

E. BED BUGS:

1. Bed Bugs have returned to Building 3. Tenant in 3N reported bed bugs in her kitchen. Upon inspection by Bain, bed bugs were introduced by tenant in 3J.

Bed bugs then migrated to apts 3N and 3F (both adjacent to 3J). As of date of this report, the three (3) apts (3F, 3J, and 3N) have had initial chemical/steam treatment. Bain will return on 1/4/18 and 1/11/18 for follow up inspection/treatment. Infestation in 3J should be addressed by Bain's treatment program. Tenant in 3J has had bed bug activity as far back as July 2015. BHA Counsel now involved.