

BILLERICA

HOUSING AUTHORITY

John Saulnier, Chair
James O'Donnell, Vice Chair
Carol Ford, Treasurer
Marie O'Rourke, Assistant Treasurer
Martin Conway
Robert M. Correnti, Executive Director

16 River Street
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, 2017
RE: **November 2017 EXECUTIVE DIRECTOR'S REPORT**

A. ADMINISTRATIVE ACTIONS:

1. **Smoking:** See below
2. **Overdue Rent:** See below
3. **Bed Bugs:** See below.

B. MONTHLY TENANT MEETINGS:

1. **October 10th, 2017 Meeting:**
 - i. Seven (3) attended from Talbot
 - ii. Fifteen (11) attended from 13 River
 - iii. Thirteen (15) attended from 16 River
 - iv. Approx. 16% attendance (average)

C. BED BUGS/SMOKING/ADMINISTRATIVE ACTIONS:

1. On 10/6/17 Bain Pest returned for follow up Inspections and the remaining units had no signs of activity. It appears the nightmare is over. **HOOORAY!**
2. As regards Smoking and Overdue rent, we are proceeding with eviction process for two residents for overdue rent and one for continued smoking violations. Another proceeding is underway but reasons will not be provided, at this point, as it may identify the resident.

D. PERSONNEL

1. Joseph Campbell has submitted notice of his retirement as of 10/31/17.
 - i. Mark Simolaris has been hired on a temporary basis. This will be reviewed over the coming weeks;
 - ii. Darrick Yates is temporarily out with a medical issue.

Due to these unanticipated developments, John Simolaris has canceled his planned vacations to provide the needed coverage. We have advertised and are interviewing candidates.