

# BILLERICA

## HOUSING AUTHORITY

Martin E. Conway, Chair  
Carol Ford, Vice Chair  
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Marie O'Rourke, Assistant Treasurer  
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Robert M. Correnti, Executive Director

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**TO:** Board of Commissioners   
**FROM:** Robert M. Correnti  
**DATE:** October 1, 2018  
**RE:** **OCTOBER 2018 EXECUTIVE DIRECTOR'S REPORT**

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

1. **Smoking:** None
2. **Overdue Rent:** None
3. **Other:** None

### **B. MONTHLY TENANT MEETINGS:**

1. **Sept 11<sup>th</sup>, 2018 Meeting:**
  - i. (7) Seven attended from Talbot
  - ii. (26) Twenty-Six attended from 16 River
  - iii. (17) Seventeen attended from 13 River
  - iv. Approx. 28% attendance (higher than average)

### **C. BILLERICA AFFORDABLE HOUSING TRUST:**

1. Appointments were made by the BOS on 9/10/18 to re-start the BAHT. Awaiting the BOS to execute the Declaration of Trust document. Meanwhile, an initial meeting is scheduled for Wednesday, November 7, 2018.

### **D. BED BUGS:**

1. Bed Bugs have returned to Building 3. Major activity appears confined to one apartment which is being treated by Bain Pest Control. Following Bain's treatments, the apartment will be heat treated. We have met with the family. Adjacent apartments have been inspected. Residents of Building 3 have been notified. Billerica Board of Health and Elder Services of Merrimack Valley have been notified.

**E. NAHRO FALL CONFERENCE:**

1. This year the NAHRO Fall Conference is Monday, December 3<sup>rd</sup>, 2018 and Tuesday, December 4<sup>th</sup>, 2018 at The Verve-Crown Plaza in Natick, MA. Please advise me, by the meeting on October 4<sup>th</sup>, 2018, if you plan on attending. If you are:
  - i. Advise if you plan on attending one (1) or two (2);
  - ii. The BHA will complete the Registration Form and send it along with payment for Conference attendees;
  - iii. Commissioners must book the room on their own-see information provided.

**F. Performance Management Review (PMR):**

1. This year's PMR was conducted on Friday, 9/28/18. Results will be available/discussed at the October 4<sup>th</sup>, 2018 Board Meeting