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# BILLERICA

## HOUSING AUTHORITY

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

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### MINUTES OF THE BILLERICA HOUSING AUTHORITY REGULAR MEETING OF February 2, 2017

#### **CALL TO ORDER:**

Chairman Saulnier called the meeting to order at 4:01 PM with the Pledge of Allegiance. Following the Pledge, he called for a roll call vote for attendance. Commissioner Ford voted "aye", Commissioner O'Rourke voted "aye", Commissioner Conway voted "aye" and Commissioner Saulnier voted "aye". Thus, four (4) Commissioners were present with Commissioner O'Donnell absent. The Executive Director was present.

#### **OPEN MIC:**

Ms. Tina Goose spoke at Open Mic regarding her outdoor furniture that she discarded. She was upset at having to remove her furniture. A brief discussion ensued.

#### **MINUTES:**

The Minutes of the January 5, 2017 Meeting were approved by a vote of four (4) in favor, zero opposed on a motion by Commissioner Ford which was seconded by Commissioner O'Rourke.

**CORRESPONDENCE:**

Chairman Saulnier noted the correspondence listed on the Agenda and indicated it would be placed on file.

**REPORTS:**

**The Payment of Bills Report** was unanimously approved (4-0-0) and placed on file upon a motion by Commissioner Ford, which was seconded by Commissioner O'Rourke.

Upon a motion by Commissioner Ford, seconded by Commissioner Conway, the **Accountant's Report**, of 12/31/16 was unanimously accepted (4-0-0) and placed on file.

**The Payroll Report** was received and unanimously approved (4-0-0) and placed on file upon a motion by Commissioner Ford. The motion was seconded by Commissioner Conway.

**The Vacancy Report** was unanimously accepted (4-0-0) and ordered to be placed on file upon a motion by Commissioner Ford. The motion was seconded by Commissioner O'Rourke.

**Executive Director's Report**

Executive Director Correnti presented his Report dated January 30, 2017. He highlighted the items on the report. Per order of the Chair, the Executive Director's Report was placed on file.

**OLD BUSINESS:**

**Talbot Paving Project:** Upon a motion by Commissioner O'Rourke, seconded by Commissioner Conway, the Chair called for a roll call vote on the Certificate of Substantial Completion and Field Report #7 Punch List #1 for the Repair and Repaving project at the Talbot School. Commissioner Ford voted "aye", Commissioner O'Rourke voted "aye", Commissioner Conway voted "aye" and Commissioner Saulnier voted "aye". Thus, the motion was unanimously approved (4-0-0).

**NEW BUSINESS:**

**Approve Formula Funding FY19 Award:** Executive Director Correnti updated the Board on the FY19 Formula Funding Award and the necessity of the Board to approve and vote the Contract Amendment.

Commissioner O'Rourke, seconded by Commissioner Conway, moved that the Billerica Housing Authority approve the amendment for the FY19 Formula Funding Award, with the Commonwealth of Massachusetts, in the amount of \$126,987.00, in the form submitted at this meeting and contract in the name of the Billerica Housing Authority under its corporate seal, and that the Secretary is hereby authorized to attest the same. Further, the Billerica Housing Authority hereby requests the Director of Housing and Community Development (Commissioner of the Department of Community Affairs) enter into such contract amendment with the Billerica Housing Authority and the Commonwealth of Massachusetts to approve the amendment of such contract. And that the Officers of the Billerica Housing Authority shall be, and they are hereby authorized and directed, on and after the execution of said amendment by the respective parties thereto, to do and perform on behalf of the Billerica Housing Authority all acts and the things required of the Billerica Housing Authority to perform fully all of its obligations thereunder. This resolution shall take effect immediately.

Chairman Saulnier called for a roll call vote. Commissioner Ford voted "aye", Commissioner O'Rourke voted "aye", Commissioner Conway voted "aye", and Chairman Saulnier voted "aye". The motion was unanimously approved (4-0-0). Chairman Saulnier stated said motion carried and the resolution was thereby adopted.

**Reschedule April (Annual Meeting):** Executive Director Correnti requested the Board reschedule the Annual Meeting from Thursday, April 6, 2017 to TUESDAY, April 4, 2017. Hearing no objection, Chairman Saulnier stated the meeting date was thus rescheduled to 4/4/17.

**ADJOURN:**

There being no other items for discussion, Chairman Saulnier requested a motion to adjourn. Commissioner O'Rourke, seconded by Commissioner Conway, motioned to adjourn. The motion was unanimously approved (4-0-0) and the Board adjourned at 4:36 PM.

Respectfully submitted,



Robert M. Correnti  
Executive Director/Secretary