
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 July 6, 2017

CALL TO ORDER:

Chairman Saulnier called the meeting to order at 4:00 PM with the Pledge of Allegiance. All Commissioners were present. The Executive Director was also present.

OPEN MIC

No one signed up to speak at Open Mic.

MINUTES:

The Minutes of the June 1, 2017, Meeting were approved by a vote of four (4) in favor, zero (0) opposed, and one (1) abstention, on a motion by Commissioner O'Rourke which was seconded by Commissioner Ford. Commissioner Conway abstained.

CORRESPONDENCE:

Chair Saulnier noted the correspondence received. Executive Director Correnti briefly discussed the Memorandum on Overhoused Households. Also, Executive Director Correnti read the second page of a letter the BHA received from an applicant. The letter praised 16 River's appearance.

REPORTS:

The **Investment Accounts Report**, as of May 31, 2017, was presented by the Executive Director. Hearing no questions, Chairman Saulnier directed the report be placed on file.

REPORTS (CONTINUED) :

The Payment of Bills Report was unanimously approved (5-0-0) and placed on file upon a motion by Commissioner O'Donnell, which was seconded by Commissioner Conway.

Hearing no questions, Chairman Saulnier directed the **Fee Accountant's Report**, of 5/31/17, to be accepted and placed on file.

The Payroll Report was received and unanimously approved (5-0-0) upon a motion by Commissioner Ford, seconded by Commissioner O'Donnell. The report was accordingly placed on file.

Hearing no discussion, Chairman Saulnier directed **The Vacancy Report**, dated 7/1/17, be accepted and placed on file.

Executive Director's Report

Executive Director Correnti presented his Report dated May 26, 2017. He highlighted the items on the report.

OLD BUSINESS:

There were no items to discuss.

NEW BUSINESS:

Lead Paint Certificate of Compliance: Executive Director Correnti noted this Certificate is an annual requirement. Hearing no questions, Chairman Saulnier asked for a vote. Commissioner O'Rourke then motioned that the Billerica Housing Authority Board of Commissioners certify and execute the Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws. Her motion was seconded by Commissioner Ford. Chairman Saulnier called for a roll call vote. Commissioner Ford voted "aye", Commissioner O'Rourke voted "aye", Commissioner O'Donnell voted "aye", Commissioner Conway voted "aye", and Chairman Saulnier voted "aye". Thus, the motion was unanimously approved (5-0-0) with a roll call vote. All Commissioners then signed the Certificate.

NEW BUSINESS (continued):

Vote to Approve Certificate of Completion and Certificate for Payment for Talbot Heating Project (Fish #031064: Executive Director Correnti explained this project. Hearing no questions, Chairman Saulnier asked for a vote. Commissioner O'Rourke then motioned that the Billerica Housing Authority Board of Commissioners approve the Certificate of Substantial Completion and Certificate for Payment for the Talbot Heating Project, Fish #031064, and authorize the payment of \$42,200. Her motion was seconded by Commissioner Ford. Chairman Saulnier called for a roll call vote. Commissioner Ford voted "aye", Commissioner O'Rourke voted "aye", Commissioner O'Donnell voted "aye", Commissioner Conway voted "aye", and Commissioner Saulnier voted "aye". Thus, the motion was unanimously approved (5-0-0) with a roll call vote.

Cabot Land ReUse Committee Appointment: Executive Director Correnti noted the need to make this appointment as this Committee is being reactivated. Commissioner O'Donnell, seconded by Commissioner Conway, motioned that the Board appoint Executive Director Correnti as the Board's Representative to serve on this Committee. The motion was unanimously approved (5-0-0).

ADJOURN:

There being no other items for discussion, Chair Saulnier requested a motion to adjourn. Commissioner Ford, seconded by Commissioner O'Rourke, motioned to adjourn. The motion was unanimously approved (5-0-0) and the Board adjourned at 4:26 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary