
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 September 7, 2017

CALL TO ORDER:

Chairman Saulnier called the meeting to order at 4:00 PM with the Pledge of Allegiance. All Commissioners were present except for Commissioner O'Donnell, who was absent. Commissioner Conway participated via telephone. The Executive Director was also present.

OPEN MIC

No one signed up to speak at Open Mic.

MINUTES:

The Minutes of the August 3, 2017, Meeting were approved by a vote of three (3) in favor, zero (0) opposed, and one (1) abstention, on a motion by Commissioner Ford which was seconded by Commissioner Conway. Commissioner O'Rourke abstained as she was absent for the August 3, 2017, meeting.

CORRESPONDENCE:

Chair Saulnier noted no correspondence was received. Commissioner O'Rourke asked about no correspondence being received. Commissioner Ford requested that notices, correspondence, etc., such as those received from DHCD, be forwarded to the Commissioners. Executive Director Correnti agreed to do so.

REPORTS:

The **Investment Accounts Report**, as of August 1, 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 (4-0-0) and placed on file upon a motion by Commissioner Ford, which was seconded by Commissioner O'Rourke.

Hearing no questions, ChairmIn Saulnier directed the **Fee Accountant's Report**, dated 7/31/17, be accepted and placed on file.

The Payroll Report was received and unanimously approved (4-0-0) upon a motion by Commissioner Ford, seconded by Commissioner O'Rourke. The report was accordingly placed on file.

After a brief discussion, Chairman Saulnier directed **The Vacancy Report**, dated 9/1/17, be accepted and placed on file.

Executive Director's Report

Executive Director Correnti presented his Report dated September 1, 2017. He highlighted the items on the report. Executive Director Correnti again briefly discussed the Performance Management Review (PMR) scheduled for 9/27/17. In addition, Executive Director Correnti advised the Board that, effective 7/1/17, the Solar Credits are now being received. For the months of July and August 2017, the BHA received net credits of \$1238.00 and \$1197.00 respectively.

OLD BUSINESS:

There were no items to discuss.

NEW BUSINESS:

Executive Director's Annual Report: Executive Director Correnti reviewed his FY2017 Annual Report. Hearing no discussion, Chairman Saulnier directed the report be accepted and placed on file.

Executive Director Correnti then provided an update to the Board on the Goals for FY2017. A brief discussion ensued. A Scribner's error was noted by Commissioner O'Rourke. Hearing no further discussion, Chairman Saulnier directed the report be accepted and placed on file.

Executive Director Correnti then reviewed a draft of the FY2018 Goals. Commissioner Ford requested that the FY2018 Goals include a report on the status and possible disposition of Connolly Road. After a brief discussion and hearing no objections, Chairman Saulnier directed Commissioner Ford's request be added to the FY2018 Goals and the amended FY2018 Goals be accepted.

ADJOURN:

There being no other items for discussion, Chair Saulnier requested a motion to adjourn. Commissioner O'Rourke, seconded by Commissioner Ford, motioned to adjourn. The motion was unanimously approved (4-0-0) and the Board adjourned at 4:34 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary