
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

16 River St
Billerica, MA 01821
Tel 978-667-2175
Fax 978-667-1156
email: bcorrenti@billericahousing.org

MINUTES OF THE BILLERICA HOUSING AUTHORITY REGULAR MEETING OF October 5, 2017

CALL TO ORDER:

Chairman Saulnier called the meeting to order at 4:01 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 September 7, 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 O'Donnell abstained as he was absent for the September 7, 2017, meeting.

CORRESPONDENCE:

1. Executive Director Correnti indicated he was providing each Commissioner with a copy of the latest (2014) **DHCD Training Manual** for Board Members. It is an excellent resource for Board Member reference;
2. A copy of the response to **6/19/17 MOR Findings** was provided for the Board's information;
3. **PHN 2017-20** FY18 Sustainability Initiative Program was provided for the Board's information;
4. **PHN 2017-21** DHCD GUIDELINES FOR LHA Hiring of ED was provided for the Board's information;

5. A resident email complaint regarding "No Parking" in the BHA lot was provided and discussed;
6. The **2018 Tenant Meeting Schedule** was provided for the Board's information and reference;
7. A copy of the changes to **760 CMR 4.00 and 760 CMR 6.00** were provided to Board Members for their reference;
8. A copy of the 9/19/17 memo declining to purchase **26 Nile Street** was provided to Board Members for their reference

REPORTS:

The **Investment Accounts Report**, as of September 1, 2017, was presented by the Executive Director. Hearing no questions, Chairman Saulnier directed the report be placed on file.

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

Hearing no questions, Chairman Saulnier directed the **Fee Accountant's Report**, dated 8/31/17, 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'Rourke. The report was accordingly placed on file.

After a brief discussion, Chairman Saulnier directed **The Vacancy Report**, dated 10/1/17, be accepted and placed on file.

Executive Director's Report

Executive Director Correnti presented his Report dated October 2, 2017. He highlighted the items on the report. A brief discussion ensued

OLD BUSINESS:

1. The **Connolly Road Project** was discussed with the Executive Director providing a report dated 9/12/17. After a brief discussion, it was the sense of the Board to take no action at the present time. Executive Director Correnti agreed to provide an update in twelve (12) months or sooner should there be any changes in funding or status of Connolly Road.

NEW BUSINESS:

1. Commissioner Ford presented copies to the Board of the RCAT Advisory Board Meeting Agenda of September 11, 2017 and the RCAT 8/28/17 RCAT Summary of "Assistance with Securing Additional Funding". To keep the Board informed of the CPA activities, she requested Commissioner O'Donnell (the Board's representative on the CPC) provide the Board with copies of the CPC Agenda and Minutes.

ADJOURN:

There being no other items for discussion, Chair Saulnier requested a motion to adjourn. Commissioner O'Rourke, seconded by Commissioner Conway, motioned to adjourn. The motion was unanimously approved (5-0-0) and the Board adjourned at 4:46 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary

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There being no other items for discussion, Chair Saulnier requested a motion to adjourn. Commissioner O'Rourke, seconded by Commissioner Conway, motioned to adjourn. The motion was unanimously approved (5-0-0) and the Board adjourned at 4:46 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary

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

16 River St
Billerica, MA 01821
Tel 978-667-2175
Fax 978-667-1156
email: bcorrenti@billericahousing.org

MINUTES OF THE BILLERICA HOUSING AUTHORITY REGULAR MEETING OF October 5, 2017

CALL TO ORDER:

Chairman Saulnier called the meeting to order at 4:01 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 September 7, 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 O'Donnell abstained as he was absent for the September 7, 2017, meeting.

CORRESPONDENCE:

1. Executive Director Correnti indicated he was providing each Commissioner with a copy of the latest (2014) **DHCD Training Manual** for Board Members. It is an excellent resource for Board Member reference;
2. A copy of the response to **6/19/17 MOR Findings** was provided for the Board's information;
3. **PHN 2017-20** FY18 Sustainability Initiative Program was provided for the Board's information;
4. **PHN 2017-21** DHCD GUIDELINES FOR LHA Hiring of ED was provided for the Board's information;

5. A resident email complaint regarding "No Parking" in the BHA lot was provided and discussed;
6. The **2018 Tenant Meeting Schedule** was provided for the Board's information and reference;
7. A copy of the changes to **760 CMR 4.00 and 760 CMR 6.00** were provided to Board Members for their reference;
8. A copy of the 9/19/17 memo declining to purchase **26 Nile Street** was provided to Board Members for their reference

REPORTS:

The **Investment Accounts Report**, as of September 1, 2017, was presented by the Executive Director. Hearing no questions, Chairman Saulnier directed the report be placed on file.

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

Hearing no questions, Chairman Saulnier directed the **Fee Accountant's Report**, dated 8/31/17, 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'Rourke. The report was accordingly placed on file.

After a brief discussion, Chairman Saulnier directed **The Vacancy Report**, dated 10/1/17, be accepted and placed on file.

Executive Director's Report

Executive Director Correnti presented his Report dated October 2, 2017. He highlighted the items on the report. A brief discussion ensued

OLD BUSINESS:

1. The **Connolly Road Project** was discussed with the Executive Director providing a report dated 9/12/17. After a brief discussion, it was the sense of the Board to take no action at the present time. Executive Director Correnti agreed to provide an update in twelve (12) months or sooner should there be any changes in funding or status of Connolly Road.

NEW BUSINESS:

1. Commissioner Ford presented copies to the Board of the RCAT Advisory Board Meeting Agenda of September 11, 2017 and the RCAT 8/28/17 RCAT Summary of "Assistance with Securing Additional Funding". To keep the Board informed of the CPA activities, she requested Commissioner O'Donnell (the Board's representative on the CPC) provide the Board with copies of the CPC Agenda and Minutes.

ADJOURN:

There being no other items for discussion, Chair Saulnier requested a motion to adjourn. Commissioner O'Rourke, seconded by Commissioner Conway, motioned to adjourn. The motion was unanimously approved (5-0-0) and the Board adjourned at 4:46 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary

BILLERICA

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MINUTES OF THE BILLERICA HOUSING AUTHORITY REGULAR MEETING OF October 5, 2017

CALL TO ORDER:

Chairman Saulnier called the meeting to order at 4:01 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:

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CORRESPONDENCE:

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ADJOURN:

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Robert M. Correnti
Executive Director/Secretary

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MINUTES OF THE BILLERICA HOUSING AUTHORITY REGULAR MEETING OF October 5, 2017

CALL TO ORDER:

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OPEN MIC

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MINUTES OF THE BILLERICA HOUSING AUTHORITY REGULAR MEETING OF October 5, 2017

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