
BILLERICA

HOUSING AUTHORITY

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

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MINUTES OF THE BILLERICA HOUSING AUTHORITY REGULAR MEETING OF October 4, 2018

CALL TO ORDER:

Chair Conway called the meeting to order at 4:05 PM. He participated via telephone and requested Vice Chair Ford conduct the meeting. Vice Chair Ford then led the Pledge of Allegiance. All Commissioners were present with the exception of Commissioner O'Rourke who was absent. The Executive Director was also present.

OPEN MIC

No one signed up to speak at Open Mic

MINUTES:

The Meeting Minutes of September 4, 2018 were reviewed. Commissioner O'Donnell, seconded by Commissioner Saulnier, motioned to approve the Minutes of the Meeting of September 4, 2018. Vice Chair Ford called for a roll call vote. Commissioner Ford voted "aye", Commissioner O'Donnell voted "aye", Commissioner Saulnier voted "abstain", and Commissioner Conway voted "aye". Thus, the motion was unanimously approved (3-0-1) with a roll call vote.

CORRESPONDENCE:

1. There was no correspondence.

REPORTS:

The **Investment Accounts Report**, as of September 1, 2018, was presented by the Executive Director. Hearing no questions, Vice Chair Ford directed the report be placed on file.

The **Payment of Bills Report**, as of 10/1/2018 to 10/30/18, was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Saulnier, motion to approve the Report. Vice Chair Ford called for a roll call vote. Commissioner Ford voted "aye", Commissioner O'Donnell voted "aye", Commissioner Saulnier voted "aye, and Commissioner Conway voted "aye". Thus, the motion was unanimously approved (4-0-0) with a roll call vote.

Hearing no objection, Vice Chair Ford directed the **Fee Accountant's Report**, as of 8/31/18, be accepted and placed on file.

The **September 2018 Payroll Report** was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Saulnier, motion to approve the Report. Vice Chair Ford called for a roll call vote. Commissioner Ford voted "aye", Commissioner O'Donnell voted "aye", Commissioner Saulnier voted "aye, and Commissioner Conway voted "aye". Thus, the motion was unanimously approved (4-0-0) with a roll call vote. The report was accordingly placed on file.

Hearing no discussion, Vice Chairman Ford directed the **Vacancy Report**, dated 10/1/18, be accepted and placed on file.

Executive Director's Report

Executive Director Correnti presented and reviewed his October 2018 Report. A brief discussion followed.

OLD BUSINESS:

1. There was no Old Business.

NEW BUSINESS:

1. **Elder Services of Merrimack Valley Memorandum of Agreement:**
 - a. Executive Director Correnti reviewed the executed ESMV MOU. Hearing no objection, Vice Chair Ford directed the MOU be placed on file.

ADJOURN:

There being no other items for discussion, Vice Chair Ford requested a motion to adjourn. Commissioner O'Donnell, seconded by Commissioner Saulnier, motioned to adjourn. Vice Chair Ford called for a roll call vote. Commissioner Ford voted "aye", Commissioner O'Donnell voted "aye", Commissioner Saulnier voted "aye, and Commissioner Conway voted "aye". Thus, the motion was unanimously approved (4-0-0) with a roll call vote and the Board adjourned at 4:25 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary