

BILLERICA

HOUSING AUTHORITY

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

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MINUTES OF THE BILLERICA HOUSING AUTHORITY REGULAR MEETING OF May 6, 2021

CALL TO ORDER:

Chair Conway called the meeting to order at 4:04 PM. All Commissioners were present with the exception of Commissioner Ford. The meeting began with the Pledge of Allegiance.

OPEN MIC:

No one signed up to speak at Open Mic.

MINUTES:

The Meeting Minutes of April 15, 2021, were presented. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned to accept the Minutes of the April 15, 2021 meeting as submitted and to place the Minutes on file. Chair Conway called for a vote. The motion was approved (4-0-0).

CORRESPONDENCE:

There was none.

REPORTS:

The **Investment Accounts Report**, as of April 1, 2021 was presented by the Executive Director. Hearing no questions, Chair Conway directed the report be placed on file.

REPORTS (continued):

The **Payment of Bills Report**, for April 2021, was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned to approve the April 2021 Payment Report. Chair Conway called for a vote. The motion was approved unanimously (4-0-0).

The **Section 8 Voucher Payment Report**, for May 2021, was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned to approve and authorize payment for the May 2021 Section 8 Vouchers. Chair Conway called for a vote. The motion was approved unanimously (4-0-0).

Executive Director Correnti discussed the **Fee Accountant's Report** as of March 31, 2021. Hearing no questions, Chair Conway directed the **Fee Accountant's Report**, as of 3/31/2021, be accepted and placed on file.

The **April 2021 Payroll Report** was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned to approve the **April 2021 Payroll Report**. Chair Conway called for a vote. The motion was approved unanimously (4-0-0).

Executive Director Correnti reviewed the **May 1, 2021 Vacancy Report**. Hearing no questions, Chair Conway directed the **Vacancy Report**, dated 5/1/2021, be accepted and placed on file.

Executive Director's Report:

Executive Director Correnti reviewed his May 2021 Report. In addition, Executive Director Correnti discussed the continued closing of all Common Rooms. He indicated guidance had just been received from DHCD but, out of an abundance of caution, the Common Rooms will remain closed until further notice.

OLD BUSINESS:

There was none.

NEW BUSINESS:

There was none.

ADJOURN:

There being no other items for discussion, Chair Conway requested a motion to adjourn. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned to adjourn. Chair Conway called for a vote. The motion was approved unanimously (4-0-0). Accordingly, the Board adjourned at 4:20 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary