

BILLERICA

HOUSING AUTHORITY

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

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MINUTES OF THE BILLERICA HOUSING AUTHORITY REGULAR MEETING OF May 5, 2022

CALL TO ORDER:

Chair Conway called the meeting to order at 4:02 PM. All Commissioners were present. 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 7, 2022, were presented. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned to accept the Minutes of the April 7, 2022 meeting as submitted and to place the Minutes on file. Chair Conway called for a vote. The motion was approved unanimously (5-0-0).

CORRESPONDENCE:

Executive Director Correnti reviewed the Open Meeting Law Guide, from Attorney General Healey, that had been previously mailed to all Commissioners. Each Commissioner signed a Certificate of Receipt.

REPORTS:

The **Investment Accounts Report**, as of May 1, 2022 was presented by the Executive Director. After a brief review by the Executive Director and hearing no objections, Chair Conway directed the report be placed on file.

The **Payment of Bills Report**, for April 2022, was presented by the Executive Director. Executive Director Correnti reviewed the expenditures. Hearing no discussion, Chair Conway requested a motion. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned to approve the April 2022 Payment Report. Chair Conway called for a vote. The motion was approved unanimously (5-0-0).

The **Section 8 Voucher Payment Report**, for May 2022, was presented by the Executive Director. Commissioner O'Donnell, motioned to approve and authorize payment for the May 2022 Section 8 Vouchers in the amount of \$70,847.08. His motion was seconded by Commissioner O'Rourke. Chair Conway requested a vote on the motion to approve the Report. The motion was approved unanimously (5-0-0).

Executive Director Correnti discussed the **Fee Accountant's Report** for April 30, 2022. Hearing no objection Chair Conway directed the report be placed on file.

The **April 2022 Payroll Report** was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned to approve the **April 2022 Payroll Report**. Chair Conway called for a vote. The motion was approved unanimously (5-0-0).

Executive Director Correnti reviewed the **May 1, 2022 Vacancy Report**. Hearing no questions, Chair Conway directed the **Vacancy Report**, dated 5/1/2022, be accepted and placed on file.

EXECUTIVE DIRECTOR'S REPORT:

Executive Director Correnti reviewed his May 2022 Report.

OLD BUSINESS:

Ford Memorial: Executive Director Correnti updated the Board relative to the Ford Memorial. The event is scheduled for Friday, June 17th, 2022, at 5:00 PM in the 16 River Street Common Room. The Program has been finalized and the plaque received. Per the suggestion of the Board, the flags in the Common Room will be moved.

NEW BUSINESS:**FY22/23 GASB74/75 Disclosure:**

Executive Director Correnti reviewed the Report provided to the Board. Hearing no discussion, Chair Conway requested a motion. Commissioner O'Rourke, seconded by Commissioner O'Donnell, motioned to accept the Report and place it on file. Chair Conway called for a vote. The motion was approved unanimously (5-0-0).

ADDENDUM:

Executive Director Correnti reviewed the Change Order for Modernization Project #031070, the 13 River Street exterior project. The Change Order is for the railings on some walkways and totals \$16,580.72 - it requires a roll call vote. Chair Conway requested a motion. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned that the Board approve the submitted Change Order in the amount of \$16,580.72 for railings on some walkways at 13 River Street. Chair Conway called for a roll call vote. Commissioner O'Donnell voted "aye", Commissioner Parker voted "aye", Commissioner O'Rourke vote "aye", Commissioner Saulnier voted "aye" and Chair Conway voted "aye". The motion passed unanimously (5-0-0) by a roll call vote.

ADJOURN:

There being no other items for discussion, Chair Conway requested a motion to adjourn. Commissioner O'Rourke, seconded by Commissioner Saulnier, motioned to adjourn. Conway called for a vote and the motion was approved unanimously (5-0-0). The Board adjourned at 4:16 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary