

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 11, 2023

CALL TO ORDER:

Chair Conway called the meeting to order at 4:01 PM. All Commissioners were present with the exception of Commissioner O'Rourke. The meeting began with the Pledge of Allegiance.

OPEN MIC:

No one spoke at Open Mic.

MINUTES:

The Meeting Minutes of April 11, 2023 were presented. Commissioner O'Donnell, seconded by Commissioner Saulnier, motioned to accept the Minutes of the April 11, 2023 meeting as submitted and to place the Minutes on file. Hearing no questions, Chair Conway called for a vote. The motion was unanimously approved (4-0-0).

CORRESPONDENCE:

Executive Director Correnti noted he had provided each Commissioner a copy of the January 2023 edition of the OIG Guide for Members of Public Boards and Commissions. It is an informative resource for Board Members.

REPORTS:

The **Investment Accounts Report**, as of May 1, 2023, was presented by the Executive Director. Hearing no questions, Chair Conway directed the report be placed on file. Executive Director Correnti updated the Board regarding interest rates on BHA Deposits.

The **Payment of Bills Report**, for the period of 4/1/2023 through 4/30/23, was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Saulnier, motioned to approve the 4/1/2023 to 4/30/23 Payment Report. Hearing no questions, Chair Conway called for a vote. The motion was unanimously approved (4-0-0).

The **Section 8 Voucher Payment Report**, for May 2023, was presented by the Executive Director. Commissioner O'Donnell, motioned to approve and authorize payment for the May 2023 Section 8 Vouchers in the amount of \$78,628.33. His motion was seconded by Commissioner Saulnier. Hearing no questions, Chair Conway called for a vote. The motion was unanimously approved (4-0-0).

Hearing no objection, Chair Conway directed the **Fee Accountant's Report** as of 4/30/2023 be accepted and placed on file.

The **April 2023 Payroll Report** was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Saulnier, motioned to approve the **April 2023 Payroll Report**. Hearing no questions, Chair Conway called for a vote. The motion was unanimously approved (4-0-0).

Executive Director Correnti reviewed the **May 1, 2023 Vacancy Report**. Hearing no questions, Chair Conway directed the **Vacancy Report**, dated 5/1/2023, be accepted and placed on file.

EXECUTIVE DIRECTOR'S REPORT:

Executive Director Correnti reviewed his April Executive Director's Report. A brief discussion ensued.

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 Saulnier, motioned to adjourn the meeting. Chair Conway called for a vote. The motion was unanimously approved (4-0-0) and the Meeting adjourned at 4:23 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary