

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 SEPTEMBER 14, 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:

The first speaker was Ms. Carole Reardon, a resident of Billerica. She stated she was present to follow up on the issues at the Talbot that her friend, Doreen Healy, brought forth last September. Chair Conway indicated this would be addressed by the Executive Director during his report.

BHA resident Stephen Strykowski then addressed the Board stating that he had issues with the tenant above him and Executive Director Correnti "kicked the can down the road." Chair Conway advised resident Strykowski that this meeting was not the forum for day-to-day issues nor was resident Strykowski to discuss another tenant. Mr. Strykowski continued speaking. Chair Conway again advised Mr. Strykowski that the Board cannot involve itself in the day-to-day operations. Mr. Strykowski stated the Board should rein in Correnti or fire him and that he was holding the Board accountable and would sue Board members individually and collectively. He said he would contact the Attorney General and others. Chair Conway said he would discuss this with Executive Director Correnti.

BHA resident Cathy Moschner then addressed the Board stating she enjoys living at the BHA and is supportive of the staff. A discussion ensued between Ms Moschner and Ms Reardon. Chair Conway called for order and proceeded to the next Agenda item.

MINUTES:

The Meeting Minutes of August 10, 2023 were presented. Commissioner O'Donnell, seconded by Commissioner Saulnier, motioned to accept the Minutes of the August 10, 2023 meeting as submitted and to place the Minutes on file. Hearing no questions and with the motion having been made and seconded, Chair Conway called for a vote. The motion was approved unanimously (4-0-0).

CORRESPONDENCE:

There was none.

REPORTS:

The **Investment Accounts Reports**, as of August 1, 2023 and September 1, 2023, were presented by the Executive Director. Hearing no questions, Chair Conway directed the reports be placed on file.

The **Payment of Bills Report**, for the period of 8/1/2023 through 8/31/23, was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Saulnier, motioned to approve the 8/1/2023 to 8/31/23 Payment of Bills Report. Hearing no questions, Chair Conway called for a vote. The motion was approved unanimously (4-0-0).

The **Section 8 Voucher Payment Report**, for September 2023, was presented by the Executive Director. Commissioner O'Donnell, motioned to approve and authorize payment for the September 2023 Section 8 Vouchers in the amount of \$78,580.41. His motion was seconded by Commissioner Saulnier. Hearing no questions, Chair Conway called for a vote. The motion was approved unanimously (4-0-0).

Hearing no discussion and no objection, Chair Conway directed the **Fee Accountant's Reports** for July 31, 2023 and August 31, 2023 be placed on file.

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

Executive Director Correnti reviewed the **September 1, 2023 Vacancy Report**. Hearing no questions, Chair Conway directed the **Vacancy Report**, dated 9/1/2023, be accepted and placed on file.

EXECUTIVE DIRECTOR'S REPORT:

Prior to reviewing his Executive Director's Report, Executive Director Correnti noted a few recent items. First, members of the Billerica Elks had planned a cookout for this coming Saturday, September 16th, 2023. However, due to weather forecasts for the weekend, the cookout has been rescheduled to Saturday, September 30, 2023. Correnti thanked the Elks and their members for their generosity. Secondly, there have been continuous problems with the pull cord alarm system at 13 River Street. Namely, alarm cords are frequently pulled in error causing the building alarm bell to sound. After a brief period, generally less than a minute, the system burns out thus making the system unknowingly inactive in the entire building. The BHA has sought to correct this issue without much success. An engineer, with a background in call systems, was engaged and a solution presented. Sample parts were purchased and successfully tested. Beginning 9/16/23, new door strikes will be installed in each apartment front entry door. During the installation, an indicator light will also be installed in the door frame to identify the apartment where the alarm was pulled. A brief discussion ensued. Lastly, in memory of the late Maureen Gaudet Argie, our former Resident Services Coordinator, her family made a generous contribution to AgeSpan to be used for the benefit of BHA residents. As RSC Deb Imperioso was not present, Executive Director Correnti noted wicker deck boxes would be placed at 13 River and the Talbot for residents to store their community garden tools. Also, new tables were being purchased for the Talbot Community Room.

In briefly reviewing his Monthly Report, Executive Director Correnti announced that he had successfully received a modernization award of some \$168k to fund a Talbot Parking Lot project that would include an ADA compliant ramp to the cement pad. The project would add two more handicap reserved spaces. As at least one parking space would be lost, it is hoped that a new reconfiguration could be achieved so as to not have any net loss of parking spaces. Resident Reardon asked if a roof structure could be installed over the cement pad. Executive Director Correnti indicated funding did not include a roof over the cement pad. However, he would keep the request in mind. Executive Director Correnti stated that the pergola in front of the Talbot would eventually be restored to its original design. Currently, there is no timeline for the project. Correnti hoped it could be done in the late summer of 2024 but it is too early in the process to provide any definitive timeline.

OLD BUSINESS:

There was none.

NEW BUSINESS:

2024 Holiday Schedule and 2024 Meeting Schedule:

Drafts of both the 2024 Holiday Schedule and the 2024 Board Meeting Schedule were presented to the Board. Hearing no comments or corrections, Executive Director Correnti indicated he would issue both.

Tenant Board Member Waiver Request:

Although not previously required, the BHA was advised by EOHLIC that a waiver request must be approved by the Board. A brief discussion ensued. Commissioner O'Donnell motioned that the Billerica Housing Authority Board of Commissioners affirm the May 25th, 2023 Tenant Board Member Waiver Request submitted to EOHLIC and request the Executive Office of Housing and Livable Communities approve said request. His motion was seconded by seconded by Commissioner Saulnier. Chair Conway called for a vote. The motion was approved unanimously (4-0-0).

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 approved unanimously (4-0-0) and the Meeting adjourned at 4:32 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robert M. Correnti". The signature is stylized with a large initial "R" and a flourish at the end.

Robert M. Correnti
Executive Director/Secretary