

BILLERICA HOUSING AUTHORITY

John Saulnier, Chair
James F. O'Donnell, Jr., Vice Chair
, Treasurer
Catherine Moschner, Assistant Treasurer
978-667-1156
Martin E. Conway
Robert M. Correnti, Executive Director

16 River St
BillERICA, MA 01821
Tel 978-667-2175
Fax

email: bcorrenti@billericahousing.org

MINUTES OF THE
BILLERICA HOUSING AUTHORITY
REGULAR MEETING OF
SEPTEMBER 12, 2024
IN THE
CAROL A. FORD COMMUNITY BUILDING
16 RIVER STREET
COMMON ROOM

RECEIVED
2024 SEP 16 A 8:45
TOWN CLERK
BILLERICA

CALL TO ORDER:

Prior to calling the meeting to order, Chair John Saulnier reminded all that the meeting was being audio and video recorded. Chair Saulnier then called the meeting to order at 4:00 PM noting Commissioner Conway, Commissioner Moschner, Commissioner O'Donnell and Chair Saulnier were present and a quorum was thereby established. Executive Director Correnti was also present. The meeting began with the Pledge of Allegiance.

MINUTES:

The Meeting Minutes of August 8, 2024 were presented. Commissioner O'Donnell motioned to approve the Minutes of the August 8, 2024 Meeting as submitted. His motion was seconded by Commissioner Moschner. Hearing no questions and with the motion having been made and seconded, Chair Saulnier called for a vote. The minutes were unanimously approved by a voice vote (3-0-1) with Commissioner Conway abstaining.

CORRESPONDENCE:

Chair Saulnier's letter to former Commissioner O'Rourke, thanking her for her service, was noted and directed to be placed on file.

Executive Director Correnti's August 28, 2024 letter to the Billerica Lodge of Elks, regarding the generous cookout provided by members of the Elks, was noted and directed to be placed on file.

The Press Release and general information regarding the recently enacted Affordable Homes Act was presented. Executive Director Correnti noted this is a developing process and he will keep an eye on the availability of funds for Billerica.

REPORTS:

The **Investment Accounts Report**, as of August 1, 2024 was presented by the Executive Director. Hearing no questions, Chair Saulnier directed the report be accepted and placed on file. The **Investment Accounts Report**, as of September 1, 2024, will be provided at the October meeting.

The **Payment of Bills Report**, for the period of 8/1/2024 through 8/31/24, was presented by the Executive Director. A brief discussion ensued. Commissioner Conway, seconded by Commissioner O'Donnell, motioned to approve the 8/1/2024 to 8/31/24 Payment of Bills Report. Hearing no questions, Chair Saulnier called for a vote. The motion was approved unanimously (4-0-0) on a voice vote.

The **Section 8 Voucher Payment Report**, for September 2024, was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Conway, motioned to approve and authorize payment for the September 2024 Section 8 Vouchers in the amount of \$93,357.60. Hearing no questions, Chair Saulnier called for a vote. The motion was approved unanimously (4-0-0) on a voice vote.

Executive Director Correnti presented the **Fee Accountant's Report** as of July 31, 2024. Following a brief discussion, Chair Saulnier directed the **Fee Accountant's Report**, as of July 31, 2024, be accepted and placed on file. Executive Director Correnti advised that the Fee Accountant's Report for August 31, 2024 will be presented at the Board's October 2024 meeting.

The **August 2024 Payroll Report** was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Conway, motioned to approve the **August 2024 Payroll Report**. Hearing no questions, Chair Saulnier called for a vote. The motion was approved unanimously (4-0-0) on a voice vote.

Executive Director Correnti reviewed the **September 1, 2024 Vacancy Report**. Hearing no questions, Chair Saulnier directed the **Vacancy Report**, dated 9/1/2024, be accepted and placed on file.

EXECUTIVE DIRECTOR'S REPORT:

Prior to reviewing his report, Executive Director Correnti reminded Board Members of the requirement to complete the online training modules offered by EOHLIC. He sent the Commissioners an email with the link.

Executive Director Correnti then reviewed his August 2024 Report.

OLD BUSINESS:

There was none.

NEW BUSINESS

Executive Director Correnti reviewed his August 16, 2024, memo regarding the green 2008 Ford F-250 truck. A brief discussion ensued. Commissioner O'Donnell, seconded by Commissioner Moschner, motioned that the Billerica Housing Authority Board of Commissioners declare the 2008 Green Ford F250 VIN 1FTNF215X8EA07885 as obsolete and unusable surplus and to authorize the Executive Director to dispose of this vehicle. Chair Saulnier called for a vote. The motion was approved unanimously (4-0-0) on a voice vote.

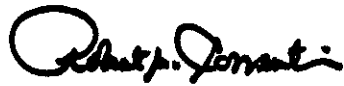
OPEN MIC:

No one signed up for the Open Mic.

ADJOURN:

There being no other items for discussion, Chair Saulnier then requested a motion to adjourn. Commissioner O'Donnell, seconded by Commissioner Conway, motioned to adjourn the meeting. Chair Saulnier called for a vote. The motion was approved (4-0-0) on a voice vote and the meeting adjourned at 4:24 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary