

BILLERICA

HOUSING AUTHORITY

John Saulnier, Chair
James F. O'Donnell, Jr., Vice Chair
David Gagliardi, Treasurer
Martin E. Conway, Vice Treasurer
Lew Martakos
Robert M. Correnti, Executive Director

16 River St
Billerica, MA 01821
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**MINUTES OF THE
BILLERICA HOUSING AUTHORITY
REGULAR MEETING OF
JANUARY 15, 2026
IN THE
CAROL A. FORD COMMUNITY BUILDING
16 RIVER STREET
COMMON ROOM**

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 4:04 PM noting Commissioners James O'Donnell, Martin Conway, Lew Martakos, David Gagliardi, and Chair Saulnier were present. Thus, a quorum was established. Executive Director Correnti was present as well as Erica Miller, Finance Director. The meeting began with the Pledge of Allegiance.

MINUTES:

The Meeting Minutes of December 11th, 2025, were presented. Commissioner O'Donnell motioned to approve the Meeting Minutes of December 11th, 2025, as submitted. His motion was seconded by Commissioner Conway. Hearing no questions and with the motion having been made and seconded, Chair Saulnier called for a vote. The motion was unanimously approved (5-0-0) on a voice vote.

Prior to proceeding with the next item on the Agenda, Executive Director Correnti indicated Ms. Mina Kaila, Branch Manager of Stoneham Bank on Boston Road, requested an opportunity to address the Board. Chair Saulnier approved and Ms. Kaila addressed the Board. She stated she was expressing Stoneham's appreciation for the Billerica Housing Authority opening a new CD and is looking forward to the relationship. Board members expressed their gratitude to Stoneham.

FY2026 BUDGET:

Following Ms. Kaila, Executive Director Correnti requested the Board move the FY2026 Budget discussion to the next order of business. With Chair Saulnier's approval, Executive Director Correnti spoke briefly and introduced Paul Pavia of Fenton Ewald, the BHA's Fee Accountants.

Mr. Pavia then reviewed FY2026's draft budget in detail. Both Accountant Pavia and Executive Director Correnti noted the challenges presented by the proposed budget. A brief discussion ensued with questions from Board members. Hearing no further questions, Chair Saulnier called for a motion and requested a roll call vote. Commissioner O'Donnell motioned that the Board of Commissioners approve the FY2026 budget as submitted. His motion was seconded by Commissioner Conway. Chair Saulnier called for a vote. Commissioner Gagliardi voted "aye", Commissioner O'Donnell voted "aye", Commissioner Conway voted "aye", Commissioner Metakos voted "aye", and Chair Saulnier voted "aye." Thus, the Board unanimously (5-0-0) approved the FY2026 Budget with a roll call vote.

CORRESPONDENCE:

Executive Director Correnti reviewed the January 2, 2026 decline letter for 41 Boston Road Unit 464.

REPORTS:

The **Investment Accounts Report**, as of January 1, 2026, was presented by the Executive Director. ED Correnti noted funds from Rockland will be deposited this week into the Stoneham Bank CD. Hearing no questions, Chair Saulnier directed the report to be accepted and placed on file.

The **Payment of Bills Report**, for the period of 12/1/2025 through 12/31/25, was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Conway, motioned to approve the 12/1/2025 to 12/31/2025 **Payment of Bills Report**. Hearing no questions, Chair Saulnier called for a vote. The motion was approved unanimously (5-0-0) on a voice vote.

The **Section 8 Voucher Payment Report**, for January 2026 was presented by the Executive Director. Following a brief discussion, Commissioner O'Donnell, seconded by Commissioner Conway, motioned to approve and authorize payment for the January 2026 Section 8 Vouchers in the amount of \$96,766.24. Chair Saulnier called for a vote. The motion was approved unanimously (5-0-0) on a voice vote.

The **Fee Accountant's Report** for December 31, 2025 was presented and briefly reviewed by the Executive Director. Hearing no questions, Chair Saulnier directed the Report be placed on file.

The **December 2025 Payroll Report** was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Conway, motioned to approve the **December 2025 Payroll Report**. Hearing no questions, Chair Saulnier called for a vote. The motion was approved unanimously (5-0-0) on a voice vote.

The Executive Director presented the **January 1, 2026, Vacancy Report**. A brief discussion followed. Hearing no further discussion, Chair Saulnier directed the **Vacancy Report**, dated **1/1/2026**, to be accepted and placed on file

EXECUTIVE DIRECTOR'S REPORT

Prior to reviewing his November 2025 Report, Executive Director Correnti reviewed some recent developments occurring after his Report was distributed. He updated the Board on the rating of 84.30% for EOHLIC's Performance Management Review (PMR) and a score of 93% for HUD's Enspire Inspection.

Following these brief announcements, Executive Director Correnti reviewed his December 2025 Executive Director's Report. Following his presentation and hearing no further discussion, Chair Saulnier directed the Report be placed on file.

OLD BUSINESS:

There was none.

NEW BUSINESS:

CABOT LAND REUSE COMMITTEE:

Executive Director Correnti reviewed his memo of December 18, 2025 regarding the Board's appointment to this committee. Commissioner O'Donnell motioned to re-appoint Executive Director Correnti to the Cabot Land Reuse Committee. His motion was seconded by Commissioner Conway. Hearing no questions, Chair Saulnier called for a vote and the motion was approved unanimously (5-0-0) on a voice vote..

OPEN MIC:

No one signed up to speak at Open Mic.

ADJOURN:

There being no other items for discussion, Chair Saulnier 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 unanimously approved (5-0-0) on a voice vote. The meeting adjourned at 4:52 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary

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