

# BILLERICA

## HOUSING AUTHORITY

John Saulnier, Chair  
James O'Donnell, Vice Chair  
Carol Ford, Treasurer  
Marie O'Rourke, Assistant Treasurer  
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### MEMORANDUM



**TO:** All Residents  
**FROM:** Bob Correnti  
**DATE:** May 1<sup>st</sup>, 2018  
**RE:** **SUMMER HOURS**

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Beginning Monday, June 4<sup>th</sup>, 2018, BHA Staff and Office will be open and working until **4:30 pm on Mondays, Tuesdays, Wednesdays and Thursdays. On Fridays, we will close at 1:30 PM.** The Answering Service will take calls starting at 1:30 PM on Fridays and Maintenance will be on call starting at 1:30 PM on Fridays.

These summer hours will continue through the summer and the BHA will resume the regular schedule on Tuesday, September 4<sup>th</sup> as Monday, September 3<sup>rd</sup> is a holiday and the office will be closed.

Should there be any questions, please contact the office.