

BILLERICA

HOUSING AUTHORITY

James F. O'Donnell, Jr., Chair
David A. Gagliardi, Vice Chair
John Saulnier, Treasurer
Laureen Knowles, Assistant Treasurer
Lew Martakos
Robert M. Correnti, Executive Director

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**MINUTES OF THE
BILLERICA HOUSING AUTHORITY
REGULAR MEETING OF
JUNE 11, 2026
IN THE
CAROL A. FORD COMMUNITY BUILDING
16 RIVER STREET
COMMON ROOM**

OPEN MIC:

No one signed up for Open Mic.

CALL TO ORDER:

After advising attendees that the meeting was being audio and video recorded, Vice Chair Gagliardi called the meeting to order at 4:00 PM noting Commissioners Lew Martakos, Knowles and Gagliardi were present. Commissioners O'Donnell and Saulnier were absent. 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 May 14th, 2026, were presented. Commissioner Martakos motioned to approve the Meeting Minutes of May 14th, 2026, as submitted. His motion was seconded by Commissioner Knowles. Hearing no questions and with the motion having been made and seconded, Vice Chair Gagliardi called for a vote. The motion was approved unanimously (3-0-0).

CORRESPONDENCE:

Executive Director Correnti briefly reviewed his May 20, 2026 Mice Infestation Memo to Talbot residents. Unfortunately, after an inspection of all apartments by the exterminator, about one third of Talbot apartments have conditions that could attract mice. The exterminator's efforts are being undermined by residents not doing their part.

REPORTS:

The **Investment Accounts Report**, as of June 1, 2026, was presented by the Executive Director. Hearing no questions, Vice Chair Gagliardi directed the report to be accepted and placed on file.

The **Payment of Bills Report**, for the period of 5/1/2026 through 5/31/26, was presented by the Executive Director. Commissioner Martakos, seconded by Commissioner Knowles, motioned to approve the payment of bills for the period of May 1, 2026, to May 31, 2026. Hearing no questions, Vice Chair Gagliardi called for a vote. The motion was unanimously approved (3-0-0) on a voice vote.

The **Section 8 Voucher Payment Report** for June 2026 was presented by the Executive Director. Commissioner Martakos, seconded by Commissioner Knowles, motioned to approve the payment for June 2026 Section 8 vouchers in the amount of \$97,080.24. Hearing no discussion, Vice Chair Gagliardi called for a vote. The motion was unanimously approved (3-0-0) on a voice vote.

The **Fee Accountant's Report** for May 31, 2026, was presented and briefly reviewed by the Executive Director. Hearing no questions, Vice Chair Gagliardi directed the Report be placed on file.

The **May 2026 Payroll Report** was presented by the Executive Director. Commissioner Martakos, seconded by Commissioner Knowles, motioned to approve the **Payroll Report** for May 2026. Hearing no questions, Vice Chair Gagliardi called for a vote. The motion was unanimously approved (3-0-0) on a voice vote.

The Executive Director presented the **June 1, 2026, Vacancy Report**. Hearing no discussion, Vice Chair Gagliardi directed the **Vacancy Report**, dated 6/1/2026, to be accepted and placed on file.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Correnti reviewed his May 2026 Executive Director's Report.

An update on the mice infestation at the Talbot was given by Executive Director Correnti. As the reports of mice have not decreased, the exterminator was engaged to inspect/treat ALL Talbot apartments. Unfortunately, approximately one-third of Talbot apartments had conditions, from the exterminator's perspective, that could attract mice. This is undermining the effectiveness of the treatment. It is prolonging the eradication of the infestation. Nonetheless, the exterminator's monthly inspection/treatment will continue. The Talbot Common Room has been re-opened and all residents at the Talbot as well as at 13 and 16 River Street properties, have received copies of Common Room rules.

Following this discussion, Executive Director Correnti briefly updated the Board on the recent completed Facilities Assessment.

Lastly, Executive Director Correnti noted the FY2027 Annual Plan draft has been completed and is available for review by residents and/or the public. The BHA web page has a link to the FY2027 draft Annual Plan. Notices have been posted at all three BHA properties. The Public Hearing is scheduled for 4:00 PM at the Board's July 9th, 2026 meeting.

OLD BUSINESS:

There was none.

NEW BUSINESS:

Community Preservation Appointment:

Executive Director Correnti reviewed his May 19, 2026, memo regarding the Board's appointment to the Community Preservation Committee. Commissioner Martakos motioned the Billerica Housing Authority Board of Commissioners appoint Commissioner Laureen Knowles as the Board's representative on the Community Preservation Committee. His motion was seconded by Commissioner Knowles. Hearing no questions, Vice Chair Gagliardi called for a vote on the motion. The motion was unanimously approved (3-0-0) on a voice vote.

HOTMA Modification to the Tenant Selection Plan:

Executive Director Correnti reviewed his memo of June 1, 2026, regarding a modification to the Tenant Selection Plan. The modification adds language, relative to the Housing Opportunity through Modification Act (HOTMA) of 2016, to the previously approved Tenant Selection Plan. It does not replace the previously approved Plan but adds the modification as an Attachment to the Plan.

ADJOURN:

There being no other items for discussion, Vice Chair Gagliardi requested a motion to adjourn. Commissioner Martakos, seconded by Commissioner Knowles, motioned to adjourn the meeting. Vice Chair Gagliardi called for a vote. The motion was unanimously approved (3-0-0) on a voice vote.

The meeting adjourned at 4:20 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary