

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

16 River St
Billerica, MA 01821
Tel 978-667-2175
Fax 978-667-1156
email: bcorrenti@billericahousing.org

MINUTES OF THE BILLERICA HOUSING AUTHORITY REGULAR MEETING OF APRIL 11, 2024

TOWN CLERK
BILLERICA

JUN 11 P 3:48

RECEIVED

CALL TO ORDER:

Chair Martin Conway called the meeting to order at 4:05 PM. All Commissioners were present. The meeting began with the Pledge of Allegiance. Following the Pledge of Allegiance, Chair Conway welcomed Cathie Moschner to the Board of Commissioners. Chair Conway then indicated the Re-organization of the Board would be the next Order of Business. Commissioner O'Donnell nominated Commissioner Saulnier as Chair. His motion was seconded by Commissioner O'Rourke. Hearing no discussion or further nominations, Chair Conway declared the nominations closed and called for a vote. On a voice vote, the Board unanimously elected Commissioner Saulnier as Chair.

Chair Conway then asked for nominations for Vice Chair. Commissioner O'Rourke nominated Commissioner O'Donnell as Vice Chair. Her motion was seconded by Commissioner Saulnier. Hearing no discussion or further nominations, Chair Conway declared the nominations closed and called for a vote. On a voice vote, the Board unanimously elected Commissioner O'Donnell as Vice Chair.

Chair Conway then asked for nominations for Treasurer. Commissioner O'Donnell nominated Commissioner O'Rourke as Treasurer. His motion was seconded by Commissioner Saulnier. Hearing no discussion or further nominations, Chair Conway declared the nominations closed and called for a vote. On a voice vote, the Board unanimously elected Commissioner O'Rourke as Treasurer.

Chair Conway then asked for nominations for Assistant Treasurer. Commissioner O'Donnell nominated Commissioner Moschner as Assistant Treasurer. His motion was seconded by Commissioner Saulnier. Hearing no discussion or further nominations, Chair Conway declared the

nominations closed and called for a vote. On a voice vote, the Board unanimously elected Commissioner Moschner as Assistant Treasurer.

Chair Conway then turned the gavel over to newly elected Chair Saulnier. Chair Saulnier then granted Vice Chair O'Donnell's request to speak. Vice Chair O'Donnell, on behalf of the Board and residents, expressed appreciation and gratitude to Commissioner Conway for his terms as Chair.

OPEN MIC:

Chair Saulnier called upon BHA resident Deb Meehan. He noted she had not indicated a topic as is requested in the Open Mic notebook. Resident Meehan responded that she did not need to indicate the topic. Chair Saulnier then advised resident Meehan that she could address the Board. Resident Meehan proceeded to speak indicating she wanted the truth to get out. Relative to the clearing of porches, she stated she had called the Fire Department and a representative of the Fire Department came to her apartment. She stated she showed the Fire Department official the item on her porch and he advised that he saw no issue with it. She cited other issues and requested a letter rescinding her eviction. Chair Saulnier asked her to provide a copy of what she had read to the Board. She stated she would provide a copy once she had "cleaned it up."

Chair Saulnier then called upon BHA resident Lew Metakos. Resident Metakos welcomed Commissioner Moschner to the Board. He stated he enjoyed living here. He said the staff was always smiling and most helpful.

MINUTES:

The Meeting Minutes of March 14, 2024 were presented. Commissioner O'Donnell motioned to approve the Minutes of the March 14, 2024 Meeting as submitted. His motion was seconded by Chair O'Rourke. Hearing no questions and with the motion having been made and seconded, Chair Saulnier called for a vote. Four (4) Commissioners voted in favor of approving the Minutes. There were none opposed. One Commissioner (Commissioner Moschner) abstained. Thus, the motion was approved (4-0-1) on a voice vote.

CORRESPONDENCE:

Executive Director Correnti read the letter of March 15, 2024, sent by Chair Conway to former Commissioner John Parker.

Next, Executive Director Correnti reviewed his March 15, 2024 memo summarizing the FY2025 Annual Plan Hearing.

Lastly, Executive Director Correnti read his letter of March 19, 2024, to Mr. and Mrs. Joseph Gaudet, the parents of the late Maureen Gaudet Argie. The letter expressed the Billerica Housing Authority's gratitude for the generous donation of the Gaudet Family in memory of their daughter. The use of the funds has not been finalized but the family will be advised as soon as a final decision is made.

REPORTS:

The **Investment Accounts Report**, as of April 1, 2024 was presented by the Executive Director. Hearing no questions, Chair Saulnier directed the report be placed on file.

The **Payment of Bills Report**, for the period of 3/1/2024 through 3/31/24, was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Conway, motioned to approve the 3/1/2024 to 3/31/24 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 April 2024, was presented by the Executive Director. Commissioner O'Rourke, seconded by Commissioner Conway, motioned to approve and authorize payment for the March 2024 Section 8 Vouchers in the amount of \$83,871.80. Hearing no questions, Chair Saulnier called for a vote. The motion was approved unanimously (5-0-0) on a voice vote.

Executive Director Correnti presented the **Fee Accountant's Report** as of March 31, 2024. Hearing no questions, Chair Saulnier directed the **Fee Accountant's Report**, of March 31, 2024 be accepted and placed on file.

The **March 2024 Payroll Report** was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned to approve the **March 2024 Payroll Report**. Hearing no questions, Chair Saulnier called for a vote. The motion was approved unanimously (5-0-0) on a voice vote.

Executive Director Correnti reviewed the **April 1, 2024 Vacancy Report**. Hearing no questions, Chair Saulnier directed the **Vacancy Report**, dated 4/1/2024, be accepted and placed on file.

EXECUTIVE DIRECTOR'S REPORT:

Executive Director Correnti reviewed his March 2024 Report as submitted.

OLD BUSINESS:

There were no Old Business items.

NEW BUSINESS

There were no New Business items.

ADJOURN:

There being no other items for discussion, Chair Saulnier requested a motion to adjourn. Commissioner O'Rourke, seconded by Commissioner Conway, motioned to adjourn the meeting. Chair Saulnier called for a vote. The motion was approved (5-0-0) on a voice vote and the meeting adjourned at 4:53 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robert M. Correnti".

Robert M. Correnti
Executive Director/Secretary