

# BILLERICA

## HOUSING AUTHORITY

Martin E. Conway, Chair  
Carol Ford, Vice Chair  
James F. O'Donnell, Jr., Treasurer  
Marie O'Rourke, Assistant Treasurer  
John Parker  
Robert M. Correnti, Executive Director

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### BILLERICA HOUSING AUTHORITY REGULAR MEETING AGENDA October 14, 2021

#### CALL TO ORDER: 4:00 pm

- Open Microphone

#### MINUTES:

- Meeting of September 2, 2021
- Meeting of October 4, 2021

#### CORRESPONDENCE:

- Letter of 9/3/2021 to Chair Burns
- Email of 9/24/2021 to Chair Burns
- 10/6/2021 Letter to John Saulnier

#### REPORTS:

- Investment Accounts
  - o 9/1/2021
  - o 10/1/2021
- Payment of Bills
- Section 8 Voucher Payments
- Accountant's Report
  - o 7/31/2021
  - o 8/31/2021
- Payroll Report
- Vacancy Report
- Executive Director's Report

#### OLD BUSINESS:

- Ford Memorial

#### NEW BUSINESS:

- Approve #031078 - Furnace Replacement Project
- Community Room Policy
- Approve revised Finance, Accounting & Internal Control Policy
- Topics for discussion which the Chair could not have reasonably anticipated 48 hours in advance

#### MEETING SCHEDULE:

- November 4, 2021
- December 2, 2021

#### ADJOURN