

# BILLERICA

## HOUSING AUTHORITY

Martin E. Conway, Chair  
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Marie O'Rourke, Treasurer  
John Saulnier, Assistant Treasurer  
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Robert M. Correnti, Executive Director

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**TO:** Board of Commissioners   
**FROM:** Robert M. Correnti  
**DATE:** March 1, 2022  
**RE:** **MARCH 2022 EXECUTIVE DIRECTOR'S REPORT**

**A. ADMINISTRATIVE ACTIONS:**

- a. **Smoking:** One (1) Verbal warning given
- b. **Overdue Rent:** One 705 tenant making payments per a repayment agreement; another was referred to CTI and RAFT paid the outstanding rent.
- c. **Other:** None

**B. QUARTERLY TENANT MEETINGS:**

- a. The next Quarterly Tenant Meeting is scheduled for 4/19/2022.

**C. MASON AVE UPDATE:**

- a. Rehab work continues-estimated completion planned for mid April.

**D. 13 RIVER STREET PROJECT:**

- a. Most work completed-some work will be completed this coming Spring. Additional railings to be covered by Modernization funds.

**E. RESIDENT SERVICES COORDINATOR (RSC) :**

- a. AgeSpan (formerly known as Elder Services) is conducting interviews and will advise once a candidate has been selected.

**F. REMINDER TO RESIDENTS:**

- a. A copy of our 2/25/2022 memo to all residents is attached. Unfortunately, a number of issues continue to create problems.

**G. EMERGENCY GENERATOR FOR 16 RIVER STREET:**

- a. Previous quotes, in 2015, for a unit at 16 River Street range from \$39k to \$63,300. A Contractor has

visited the 16 River site and will be providing an updated estimate.

**H. FORD MEMORIAL:**

- a. The bronze plaque has been ordered and is in production.
- b. Commissioners have been copied on email correspondence with the Ford Family. At the time of this report, the family advised they have revisions for the Program but have not as yet sent their requested changes.
- c. Dedication is set for **FRIDAY, JUNE 17<sup>th</sup>, 2022 at 5:00 PM** in the 16 River Street Common Room.