

BILLERICA

HOUSING AUTHORITY

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

A. ADMINISTRATIVE ACTIONS:

- a. **Smoking:** One (1) Verbal warning issued
- b. **Overdue Rent:** One (1) 705 tenant had account arrears paid-in-full with RAFT payment (through CTI)
- c. **Other:** None

B. QUARTERLY TENANT MEETINGS:

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

C. MASON AVE UPDATE:

- a. Contractor working on punch list items-estimated completion planned for mid April. Section 8 Inspection planned for early May with anticipated occupancy mid May.

D. 13 RIVER STREET PROJECT:

- a. Punch List items being addressed.

E. RESIDENT SERVICES COORDINATOR (RSC) :

- a. AgeSpan has brought Michelle Tenaglia on board as the RSC for BHA. She will be onsite Mondays, Tuesdays and Thursdays (increase from previous two days per week). Michelle began on 3/17/2022.

F. EMERGENCY GENERATOR FOR 16 RIVER STREET:

- a. Previous quotes, in 2015, for a generator at 16 River Street range from \$39k to \$63,300. On 3/24/2022 a Contractor, recommended by DHCD, visited the site and provided verbal estimate of about \$40k. An architect would need to be hired and Specs drawn up (bringing estimate to about \$50k) then go out to bid. Will discuss at meeting.

G. FORD MEMORIAL:

- a. The bronze plaque has been received.
- 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 suggested revisions.
- c. Dedication is set for **FRIDAY, JUNE 17th, 2022 at 5:00 PM** in the 16 River Street Common Room.

H. MASSHOUSING MANAGEMENT REVIEW (MOR) :

- a. MassHousing has scheduled their MOR for April 26th, 2022. This will be our first MOR with MassHousing.