


BILLERICA

HOUSING AUTHORITY

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TO: Board of Commissioners 
FROM: Robert M. Correnti
DATE: October 24, 2022
RE: **November 2022 EXECUTIVE DIRECTOR'S REPORTS**

A. ADMINISTRATIVE ACTIONS:

1. **Smoking:** None.
2. **Overdue Rent:**
3. **Other:** Pursuing Housing Court action relative to undisclosed income. Awaiting Court date.

B. QUARTERLY TENANT MEETINGS:

1. Tenant Meetings resumed on 10/18/2022:
 1. (5) Five attended from Talbot
 2. (12) Twelve attended from 16 River
 3. (13) attended from 13 River
 4. Approx. 17% attendance (very low)
- The next Tenant Meeting is scheduled for 1/24/2023.

C. LUNCH MEAL PROGRAM:

1. The daily lunch continues to have low participation-somedays with 3-4 residents. Hopefully, resident participation will increase to sustain the program.

D. 16 RIVER STREET EXTERIOR PAINT PROJECT:

1. Final documents completed. Pre-Bid meeting and walk thru conducted. Twelve (12) bids received. Still hoping to do some work before temperature drops.

E. INSPECTIONS:

1. We are re-starting the semi-annual inspections of apartments and houses. The inspections begin the last week of October and continue into November.

F. MASON AVE:

1. The Tech Superintendent has approved this project. An on-site meeting was held on 9/30/2022. DHCD was contacted requesting their participation but declined due to limited resources. An Architect/OPM has been brought onboard.

G. DHCD APPROVED ARPA PROJECTS:

1. DHCD has approved and funded two (2) BHA pipelined projects:
 - o Talbot Roof/gutter replacement (#031083 for \$127,595)
We received approval from the Historic Districts Commission on 10/5/2022 to allow replacement of slate with architectural shingles.
 - o Parker House Interior/Exterior painting (#031084 for \$42,985).

We had an on-site meeting with the DHCD Architect on Tuesday, 10/4/22 relative to the Talbot Project.

Both projects are moving thru the DHCD system. I will update the Board as soon as the projects go out to bid.

H. 13 RIVER STREET APARTMENT DOOR HANDLE PROJECT:

1. During the month of November 2022, we will be replacing the front and back apartment door knobs with ADA compliant brass lever handles. This will assist residents with arthritis or manual dexterity challenges.