

BILLERICA

HOUSING AUTHORITY

John Saulnier, Chair
James F. O'Donnell, Jr. Vice Chair
Martin E. Conway, Treasurer
David A. Gagliardi, Assistant Treasurer
Lew Martakos
Robert M. Correnti, Executive Director

16 River St
Billerica, MA 01821
Tel 978-667-2175
Fax 978-667-1156

email: bcorrenti@billericahousing.org

TO: Board of Commissioners 
FROM: Robert M. Correnti
DATE: 10/1/2025
RE: **SEPTEMBER 2025 EXECUTIVE DIRECTOR'S REPORT**

A. ADMINISTRATIVE ACTIONS: No public updates to report;

- o **SMOKING:** No new issues;
- o **RENT:** Continue referring residents with delinquent rent to RAFT. Payment Agreements have been executed where possible. Court action pending where appropriate.

B. QUARTERLY TENANT MEETINGS:

Next Quarterly Tenant Meeting scheduled for October 21, 2025

C. MODERNIZATION PROJECT UPODATE:

- o 13 River Bathroom sink replacement Project (031085) low bidder qualified;
- o Talbot Parking Lot (#031086) construction documents completed, project out for bids;
- o Video Surveillance Project (031088)) bids received and contractor qualified;
- o McColough House project (#031089) awaiting bids, covers installation of sliders replacing back doors and shingle/paint. Estimated at \$50,000;
- o Parker House carpet replacement (#031092) in early stages. Estimated at \$35,000;
- o Remodel both McColough House kitchens (031093). Estimated at \$120,000 - going out for bids.

D. FIRE DRILLS:

Practice Fire Drills were conducted on September 30th (16 River), October 1st (13 River) and October 2nd (Talbot). Participation at 16 River Street was 54%; participation at 13 River Street was 75% participation; participation at the Talbot was 67%. The drills were beneficial to both the BHA and Billerica Fire Department. Our plan is to continue the drills annually - sometime in the spring of each year. While there were a few negative comments, most comments were positive.

E. RESIDENT SERVICES COORDINATOR:

AgeSpan has appointed Merari Andrades as the Resident Services Coordinator for the BHA. She has been working part-time and will begin full time in November 2025;

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