

# 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

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**TO:** Board of Commissioners   
**FROM:** Robert M. Correnti  
**DATE:** 3/1/2026  
**RE:** **FEBRUARY 2026 EXECUTIVE DIRECTOR'S REPORT**

- A. ADMINISTRATIVE ACTIONS:** No public updates to report;
- o **SMOKING:** No new issues;
  - o **RENT:** Continue referring residents to RAFT. Payment agreements have been executed where possible. Court action pending where appropriate.
- B. QUARTERLY TENANT MEETINGS:**
- o **January 13<sup>th</sup>, 2026 Meeting:**
  - o (6) Six attended from Talbot
  - o (12) Twelve attended from 16 River
  - o (10) Ten attended from 13 River
  - o Approx. 13% attendance (low)
- C. MODERNIZATION PROJECT UPODATE:**
- o Talbot Parking Lot (#031086) - project paused until Spring 2026;
  - o Video Surveillance Project (031088) bids received and contractor qualified. Awaiting Contract to be signed by EOHLIC;
  - o McColough House project (#031089) Awaiting contract to be signed by EOHLIC - project involves installation of sliders;
  - o Parker House carpet replacement (#031092) Estimated at \$40,000 - contract approved by EOHLIC. Awaiting docs from EOHLIC;
  - o Remodel both McColough House kitchens (031093). Estimated at \$120,000 - Contract approved by EOHLIC. Project should begin in 6-8 weeks.

**D. 16 RIVER COMMON ROOM CHAIRS:**

- o As previously noted, the chairs in the 16 River Street Common Room have been replaced. The new chairs have better back support and can easily be cleaned. These chairs were made possible by a generous donation from the Gaudet Family in memory of their daughter, Maureen Gaudet Argie, our former Resident Services Coordinator.

**E. AUP AUDIT:**

- o I have been verbally advised that there were no findings as a result of this thorough audit. Once a copy of the audit is received, it will be distributed to Board members.

**F. COMMON ROOM CARPETING:**

Carpeting in the Common Rooms at 13 River and 16 River has been replaced. Previous carpeting was frayed/soiled in many areas. Replaced with darker color squares. This should hide minor stains. Also, carpet squares were installed to provide for damaged squares to be replaced. We have a supply of squares for future replacement. Also, tripping hazard at 16 River was eliminated.

**G. SNOW CLEARING/DE-ICING:**

Our maintenance staff has again performed above and beyond during this year's very cold winter season. Many compliments were received from residents at all three properties. Recognition and thanks is truly deserved.

**H. ANNUAL MEETING (APRIL 2026):**

The 2026 Billerica Town Election is scheduled for Saturday, April 11, 2026. Each year, following the Town Election, the Board reorganizes at their April meeting. Currently, the April 2026 meeting is scheduled for April 9<sup>th</sup>, 2026. Accordingly, I suggest the Board move the April 2026 meeting to **THURSDAY, APRIL 16<sup>th</sup>, 2026 at 4:00 PM**. With the Board's approval, I will notify the Town Clerk of this change.