BILLERICA

HOUSING AUTHORITY

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TO: Board of Commissioners

FROM: Robert M. Correnti

DATE: March 27, 2017

RE: **April 2017 EXECUTIVE DIRECTOR'S REPORT**

A. ADMINISTRATIVE ACTIONS:
   a. **Smoking:** One (1) Conference for 4th Violation
   b. **Overdue Rent:** Pursuing eviction for one (1) 705 occupant
   c. **Bed Bugs:** No activity to report

B. MONTHLY TENANT MEETINGS:
   a. March 7th, 2017 Meeting:
      i. Eleven (11) attended from Talbot
     ii. Fourteen (14) attended from 13 River
    iii. Fourteen (14) attended from 16 River
     iv. Approx. 22% attendance
      v. Next meeting scheduled for April 4/11/17 – with representative from Office of Consumer Affairs– will talk about identity theft, fraud, scams, etc.

C. OLD DITSON SCHOOL:
   a. Awaiting decision by Board of Selectmen

D. TALBOT:
   a. WINDOWS: Under an approved "window study" grant, ten (10) windows were worked on–gaskets replaced, channels repaired, etc. We will evaluate results in the coming months. If this work proves to be successful in eliminating drafts, then windows will not need replacement but will be "rehabbed". If unsuccessful, then project will be re-evaluated due to its estimated cost of $400,000+
   b. STRUCTURAL: Work has been completed ($10,535 – reimburseable formula funding project). This should stabilize the "sinking" of sections of the Talbot;
   c. HEATING: Project has been completed. System should operate more efficiently ($49,000 reimburseable formula funding project)

      d. GUTTERS: Gutters were repaired and snow guards installed. Cost covered by extraordinary maintenance allowance from DHCD

E.   13 RIVER:

      a. New Mailboxes to be installed. Cost covered by extraordinary maintenance allowance from DHCD