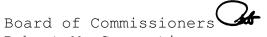
BILLERICA HOUSING AUTHORITY

Martin E, Conway, Chair Carol Ford, Vice Chair John Saulnier, Treasurer Marie O'Rourke, Assistant Treasurer James F. O'Donnell , Jr. Robert M. Correnti, Executive Director

16 River St Billerica, MA 01821 Tel 978-667-2175 Fax 978-667-1156 email:bcorrenti@billericahousing.org



TO: FROM: Robert M. Correnti

DATE: April 4, 2019

RE : April 2019 EXECUTIVE DIRECTOR'S REPORT

A. ADMINISTRATIVE ACTIONS:

- 1. Smoking: BOH met with Talbot resident (4th violation).
- 2. Overdue Rent: Appeared in Housing Court, structured a Repayment Agreement with "705" tenant.
- 3. Other: Agreement reached with "705" Tenant regarding non-occupancy. Tenant will voluntarily vacate on 4/30/19

B. MONTHLY TENANT MEETINGS:

- 1. April 2nd, 2019 Meeting:
 - i. (4) four attended from Talbot
 - ii. (19) nineteen attended from 13 River
 - iii. (16) sixteen attended from 16 River
 - iv. Approx. 22% attendance (average)

C. 13 RIVER PAVING PROJECT (Fish #031068-approx. \$260,000)

- 1. Contract signed. Will be scheduling a meeting with Contractor. Start date slated for 7/1/19. On 4/3/19, the Superintendent of Schools advised that he has asked "the project team to provide an update" on items we discussed. I will advise as soon as I hear. 2.
- D. TALBOT ANNEX ASPHALT ROOF PROJECT (Fish #031074-approx \$55,000)
 - 1. Asphalt shingles and roof tested negative for asbestos;
 - 2. Bid goes live on 4/10/19 with walkthrough on 4/18/19. Bid closes on 4/25/19;
 - 3. RCAT has this project on a fast track.