

BILLERICA

HOUSING AUTHORITY

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

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MINUTES OF THE BILLERICA HOUSING AUTHORITY REGULAR MEETING OF January 6, 2022

CALL TO ORDER:

Chair Conway called the meeting to order at 4:03 PM. All Commissioners were present with the exception of Commissioner O'Rourke. The meeting began with the Pledge of Allegiance.

OPEN MIC:

No one signed up to speak at Open Mic

MINUTES:

The Meeting Minutes of December 2, 2021, were presented. Commissioner O'Donnell, seconded by Commissioner Saulnier, motioned to accept the Minutes of the December 2, 2021 meeting as submitted and to place the Minutes on file. Chair Conway called for a vote. The motion was approved (3-0-1) with Chair Conway abstaining as he was absent for the December Meeting.

CORRESPONDENCE:

None.

REPORTS:

The **Investment Accounts Reports**, as of December 1, 2021 and January 1, 2022 were presented by the Executive Director. After a brief review by the Executive Director and hearing no objections, Chair Conway directed both reports be placed on file.

At this point, hearing no objections, Chair Conway moved the FY2022 Budget forward. CPA Paul Pavia, from Fenton Ewald, was present and discussed the FY2022 Budget. Following his review, Chair Conway called for a motion and a roll call vote. Commissioner O'Donnell motioned to approve the FY 2022 Budget as submitted. His motion was seconded by Commissioner Saulnier. Chair Conway called for a roll call vote. Commissioner Saulnier voted "aye", Commissioner O'Donnell voted "aye", Commissioner Parker voted "aye, and Commissioner Conway voted "aye". Thus, the motion was unanimously approved (4-0-0) with a roll call vote.

The **Payment of Bills Report**, for December 2021, was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Saulnier, motioned to approve the December 2021 Payment Report. Chair Conway called for a vote. The motion was approved unanimously (4-0-0).

The **Section 8 Voucher Payment Report**, for January 2022, was presented by the Executive Director. Commissioner O'Donnell, motioned to approve and authorize payment for the January 2022 Section 8 Vouchers in the amount of \$77,089.88. His motion was seconded by Commissioner Saulnier. Chair Conway called for a vote. The motion was approved unanimously (4-0-0).

Executive Director Correnti discussed the **Fee Accountant's Reports** for November 30, 2021 and December 2021 and briefly reviewed each report. Hearing no objection Chair Conway directed both reports be placed on file.

The **December 2021 Payroll Report** was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Saulnier, motioned to approve the **December 2021 Payroll Report**. Chair Conway called for a vote. The motion was approved unanimously (4-0-0).

Executive Director Correnti reviewed the **January 1, 2022 Vacancy Report**. Hearing no questions, Chair Conway directed the **Vacancy Report**, dated 1/1/2022, be accepted and placed on file.

Executive Director's Report:

Executive Director Correnti reviewed his January 2022 Report. A brief discussion ensued.

OLD BUSINESS:

There was none.

NEW BUSINESS:

There was no further **New Business** Agenda items.

ADJOURN:

There being no other items for discussion, Chair Conway requested a motion to adjourn. Commissioner O'Donnell, seconded by Commissioner Saulnier, motioned to adjourn. Chair Conway called for a vote. The motion was approved unanimously (4-0-0). Accordingly, the Board adjourned at 4:55 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robert M. Correnti". The signature is stylized with a large, looping initial "R".

Robert M. Correnti
Executive Director/Secretary