

BILLERICA

HOUSING AUTHORITY

Martin E. Conway, Chair
James F. O'Donnell, Jr., Vice Chair
Marie O'Rourke, Treasurer
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MINUTES OF THE BILLERICA HOUSING AUTHORITY REGULAR MEETING OF September 8, 2022

CALL TO ORDER:

Chair Conway called the meeting to order at 4:00 PM. All Commissioners were present. The meeting began with the Pledge of Allegiance.

OPEN MIC:

The first individual to speak was Ms. Doreen Healy of 53 Baldwin Road. Ms. Healy indicated she was a member of the Billerica Commission on Disability and there were issues at the Talbot. The first issue was the lack of a roof on the pergola in front of the Talbot. She stated residents sitting there sit in the hot sun. A roof needs to be installed on the pergola to provide residents shelter. The second issue was a cement pad in the parking lot area that is not handicap accessible. Third, while there are two handicap designated spaces, these two spaces are assigned to apartments and, thus there are no spaces available to the public as required by code. She stated the residents deserve better and she was willing to help. She indicated she did not know why she was asked to leave the Executive Director's Office. She summarized her comments by stating she was willing to help.

The second speaker was Steve Strykowski who lives at 16 River Street and is also the Chair of the Billerica Commission on Disability. Mr. Strykowski indicated he has worked with the Executive Director and has found him to be responsive. He indicated that he's certain any of the issues brought forth by Ms. Healy can be addressed and resolved.

MINUTES:

The Meeting Minutes of August 4, 2022, were presented. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned to accept the Minutes of the August 4, 2022 meeting as submitted and to place the Minutes on file. Chair Conway called for a vote on the motion. The motion was unanimously approved (5-0-0) and the Minutes thus placed on file.

CORRESPONDENCE:

None.

REPORTS:

The **Investment Accounts Report**, as of August 1, 2022 was presented by the Executive Director. After a brief review by the Executive Director and hearing no objections, Chair Conway directed the report be placed on file. The **Investment Accounts Report**, as of September 1, 2022 was presented by the Executive Director. Hearing no objections, Chair Conway directed this report also be placed on file.

The **Payment of Bills Report**, for August 2022, was presented by the Executive Director. Executive Director Correnti reviewed the expenditures. Following a brief discussion, Chair Conway requested a motion. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned to approve the August 2022 Payment Report. Chair Conway called for a vote on the motion. The motion was unanimously approved (5-0-0).

The **Section 8 Voucher Payment Report**, for August 2022, was presented by the Executive Director. Commissioner O'Rourke, motioned to approve and authorize payment for the August 2022 Section 8 Vouchers in the amount of \$75,646.70. Her motion was seconded by Commissioner O'Donnell. Chair Conway called for a vote on the motion. The motion was unanimously approved (5-0-0).

Hearing no objection, Chair Conway directed the **Fee Accountant's Reports** as of 7/31/22 and 8/31/22 be both accepted and placed on file.

The **August 2022 Payroll Report** was presented by the Executive Director. A brief discussion ensued. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned to approve the **August 2022 Payroll Report** as presented. Chair Conway called for a vote on the motion. The motion was unanimously approved (5-0-0).

Executive Director Correnti reviewed the **September 1, 2022 Vacancy Report**. Hearing no questions, Chair Conway directed the **Vacancy Report**, dated 9/1/2022, be accepted and placed on file.

EXECUTIVE DIRECTOR'S REPORT:

Executive Director Correnti reviewed his September Executive Director's Report. In addition, he noted that refrigerator "File of Life" magnetic pouches will be distributed to all residents in October. Having the completed pouch on a fridge door is of immense help to first responders in the event of a medical emergency.

OLD BUSINESS:

There was none.

NEW BUSINESS:

There was none.

ADJOURN:

There being no other items for discussion, Chair Conway requested a motion to adjourn. Commissioner O'Donnell, seconded by Commissioner O'Rourke, motioned to adjourn. Chair Conway called for a vote on the motion. The motion was unanimously approved (5-0-0). The Board adjourned at 4:34 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary