

BILLERICA HOUSING AUTHORITY

John Saulnier, Chair
James F. O'Donnell, Jr., Vice Chair
David Gagliardi, Treasurer
Martin E. Conway, Vice Treasurer
Robert M. Correnti, Executive Director

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MINUTES OF THE BILLERICA HOUSING AUTHORITY REGULAR MEETING OF JUNE 12, 2025 IN THE CAROL A. FORD COMMUNITY BUILDING 16 RIVER STREET COMMON ROOM

CALL TO ORDER:

Prior to calling the meeting to order, Chair John Saulnier reminded all that the meeting was being audio and video recorded. Chair Saulnier then called the meeting to order at 4:00 PM noting Commissioners O'Donnell, David Gagliardi, Martin Conway, Lew Martakos and Chair Saulnier were present, and a quorum was thereby established. Executive Director Correnti was also present as well as Erica Miller, Finance Director. The meeting began with the Pledge of Allegiance. Chair Saulnier respectfully requested that all be mindful of others when speaking as the owl used for recording is sensitive to distraction.

MINUTES:

The Meeting Minutes of May 8, 2025, were presented. Commissioner O'Donnell motioned to approve the Minutes of May 8, 2025, Meeting as submitted. His motion was seconded by Commissioner Gagliardi. Hearing no questions and with the motion having been made and seconded, Chair Saulnier called for a vote. Four (4) Commissioners voted in favor of approving the minutes. There were none apposed. One Commissioner (Commissioner Martakos) abstained. Thus, the motion was approved (4-0-1) on a voice vote.

CORRESPONDENCE: None.

REPORTS:

The **Investment Accounts Report**, as of June 1, 2025, was presented by the Executive Director. Hearing no questions, Chair Saulnier directed the report to be accepted and placed on file.

The **Payment of Bills Report**, for the period of 5/1/2025 through 5/31/25, was presented by the Executive Director. A brief discussion ensued. Commissioner O'Donnell, seconded by Commissioner Conway, motioned to approve the 5/1/2025 to 5/31/2025 **Payment of Bills Report**. Hearing no questions, Chair Saulnier called for a vote. The motion was approved unanimously (5-0-0) on a voice vote.

The **Section 8 Voucher Payment Report**, for June 2025, was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Conway, motioned to approve and authorize payment for the April 2025 Section 8 Vouchers in the amount of \$100,473.39. Hearing no questions, Chair Saulnier called for a vote. The motion was approved unanimously (5-0-0) on a voice vote.

The **May 2025 Payroll Report** was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Gagliardi, motioned to approve the **May 2025 Payroll Report**. Hearing no questions, Chair Saulnier called for a vote. The motion was approved unanimously (5-0-0) on a voice vote.

The Executive Director presented the **June 1, 2025, Vacancy Report**. Hearing no questions, Chair Saulnier directed the **Vacancy Report**, dated 6/1/2025, to be accepted and placed on file.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Correnti reviewed his May 2025 Report as submitted. He noted items that developed after the writing of his report. One item was "roaches" found in a tenant's apartment. Pest control services were contacted and treated both the individual's apartment and others in the building as well as the entire outdoor perimeter of the building located at 16 River Street building 1. Additionally, the exterior of all 16 River St buildings will be treated out of an abundance of caution on June 13, 2025. Executive Director Correnti continued with a brief discussion regarding the cutting of the dumpsters at 13 & 16 River Street that was requested by residents for easier access. Another subject that was briefly pointed out was the increase in contract rent. With no further questions from the board the report was placed on file.

OLD BUSINESS: There was none.

NEW BUSINESS:**Amendment to Gardening and Landscaping Policy:**

Executive Director Correnti announced the amendment changes involving planter sizes and vegetables regarding the amendment to the policy in detail. There was a brief discussion to clarify some questions before the board came to a vote. Commissioner O'Donnell, seconded by Commissioner Conway, motioned to approve the amendments. The motion was approved (5-0-0) on a voice vote.

OPEN MIC: No one signed up to speak for the open mic.

ADJOURN:

There being no other items for discussion, Chair Saulnier then requested a motion to adjourn. Commissioner O'Donnell, seconded by Commissioner Conway, motioned to adjourn the meeting. Chair Saulnier then called for a vote. The motion was approved (4-0-0) on a voice vote and the meeting adjourned at 4:22 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary