

BILLERICA

HOUSING AUTHORITY

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

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**MINUTES OF THE
BILLERICA HOUSING AUTHORITY
REGULAR MEETING OF
JULY 10, 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, 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. Also, when speaking, residents need to come forward so the owl can effectively record the speaker.

MINUTES:

The Meeting Minutes of June 12, 2025, were presented. Commissioner O'Donnell motioned to approve the Minutes of June 12, 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. Thus, the motion was approved (4-0-0) on a voice vote.

CORRESPONDENCE: The Welcome letter to Lew Martakos was noted and placed on file.

REPORTS:

The **Investment Accounts Report**, as of July 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 6/1/2025 through 6/31/25, was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Gagliardi, motioned to approve the 6/1/2025 to 6/31/2025 **Payment of Bills Report**. Hearing no questions, Chair Saulnier called for a vote. The motion was approved unanimously (4-0-0) on a voice vote.

The **Section 8 Voucher Payment Report**, for July 2025, was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Gagliardi, motioned to approve and authorize payment for the July 2025 Section 8 Vouchers in the amount of \$96,075.94. After a brief conversation, Chair Saulnier called for a vote. The motion was approved unanimously (4-0-0) on a voice vote.

The **June 2025 Payroll Report** was presented by the Executive Director. Commissioner O'Donnell, seconded by Commissioner Gagliardi, motioned to approve the **June 2025 Payroll Report**. Hearing no questions, Chair Saulnier called for a vote. The motion was approved unanimously (4-0-0) on a voice vote.

The Executive Director presented the **July 1, 2025, Vacancy Report**. Hearing no questions, Chair Saulnier directed the **Vacancy Report**, dated 7/1/2025, to be accepted and placed on file.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Correnti reviewed his June 2025 Report as submitted. He briefly discussed some of the upcoming projects, one that involves replacing the sinks at 13 River Street. A brief discussion ensued regarding the bids for the completion of the job. Another topic involved the semiannual inspections that were recently completed at all property locations. It was strongly suggested that tenants need to call in orders and not wait as a result of the recent inspections. Hearing no further questions after the conversation, the report was placed on file.

OLD BUSINESS: There was none.

NEW BUSINESS: There was none.

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 Gagliardi, 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 4:16 PM.

Respectfully submitted,



Robert M. Correnti
Executive Director/Secretary