

# 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  
MARCH 12, 2026  
IN THE  
CAROL A. FORD COMMUNITY BUILDING  
16 RIVER STREET  
COMMON ROOM**

**CALL TO ORDER:**

Prior to calling the meeting to order, Chair Saulnier reminded all that the meeting was being audio and video recorded. Chair Saulnier then called the meeting to order at 4:06 PM noting Commissioners Lew Martakos, Gagliardi and Saulnier were present. Thus, a quorum was established. Commissioners O'Donnell and Conway were absent. Executive Director Correnti was present as well as Erica Miller, Finance Director. The meeting began with the Pledge of Allegiance.

**MINUTES:**

The Meeting Minutes of February 12<sup>th</sup>, 2026, were presented. Commissioner Gagliardi motioned to approve the Meeting Minutes of February 12<sup>th</sup>, 2026, as submitted. His motion was seconded by Commissioner Martakos. Hearing no questions and with the motion having been made and seconded, Chair Saulnier called for a vote. The motion was unanimously approved (3-0-0) on a voice vote.

**CORRESPONDENCE:**

There was none.

**REPORTS:**

The **Investment Accounts Report**, as of March 1, 2026, 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 2/1/2026 through 2/28/26, was presented by the Executive Director. Commissioner

Gagliardi, seconded by Commissioner Martakos, motioned to approve the payment of bills for the period of February 1, 2026, to February 28, 2026. Hearing no questions, Chair Saulnier called for a vote. The motion was unanimously approved (3-0-0) on a voice vote.

The **Section 8 Voucher Payment Report** for March 2026 was presented by the Executive Director. Following a brief discussion, Commissioner Gagliardi, seconded by Commissioner Martakos, motioned to approve the payment for March 2026 Section 8 vouchers in the amount of \$99,054.24. Hearing no discussion, Chair Saulnier called for a vote. The motion was unanimously approved (3-0-0) on a voice vote.

The **Fee Accountant's Report** for February 28, 2026, was presented and briefly reviewed by the Executive Director. Hearing no questions, Chair Saulnier directed the Report be placed on file.

The **February 2026 Payroll Report** was presented by the Executive Director. Commissioner Gagliardi, seconded by Commissioner Martakos, motioned to approve the **Payroll Report** for February 2026. Hearing no questions, Chair Saulnier called for a vote. The motion was unanimously approved (3-0-0) on a voice vote.

The Executive Director presented the **March 1, 2026, Vacancy Report**. Hearing no discussion, Chair Saulnier directed the **Vacancy Report**, dated 3/1/2026, to be accepted and placed on file.

#### EXECUTIVE DIRECTOR'S REPORT

Executive Director Correnti reviewed his **February 2026 Executive Director's Report**. Among the items reviewed, he noted the new chairs in the 16 River Street Common Room were made possible by a generous donation from the Gaudet family in memory of their daughter, Maureen Gaudet Argie, our former Resident Services Coordinator. Additionally, he noted this winter has been particularly challenging with freezing pipes and snow events. Residents from all three BHA properties have provided positive comments on the snow clearing/de-icing by our maintenance crew. John Simolaris, Mark Simolaris, Dave Manchester and Victor DiPrzio deserve recognition and our thanks for their efforts. During snow events, the crew is on site, on their own time, to be available when needed. Lastly, Executive Director Correnti noted the 2026 Annual Meeting is scheduled for April 9<sup>th</sup>, 2026. However, due to a religious holiday this year, the Town Election is scheduled for April 11<sup>th</sup>, 2026. Thus, it is recommended the Board move the April 2026 Annual Meeting to Thursday, April 16<sup>th</sup>, 2026. Commissioner Gagliardi, seconded by Commissioner Martakos, motioned to move the April 2026 Annual Meeting to Thursday, April 19<sup>th</sup>, 2026. Hearing no discussion, Chair Saulnier called for a vote. The motion was approved unanimously (3-0-0) on a voice vote. Hearing no further discussion, Chair Saulnier directed the Report be placed on file.

**OLD BUSINESS:**

There was none.

**NEW BUSINESS:**

There was none.

**OPEN MIC:**

No one signed up to speak at Open Mic.

**ADJOURN:**

There being no other items for discussion, Chair Saulnier requested a motion to adjourn. Commissioner Gagliardi, seconded by Commissioner Martakos, motioned to adjourn the meeting. Chair Saulnier called for a vote. The motion was unanimously approved (3-0-0) on a voice vote.

The meeting adjourned at 4:24 PM.

Respectfully submitted,



Robert M. Correnti  
Executive Director/Secretary