

**Dighton Housing Authority (DHA)  
Board of Commissioners Meeting  
March 14, 2023**

**Called to Order:** Chairman Edward J. Olney called the Board of Commissioners (BOC) Meeting of the Dighton Housing Authority (DHA) to order at 9:30 a.m. on March 14, 2023.

**Attendance:** Adele L. Collard, William G. Fontaine, Alan B. Medeiros, Edward J. Olney, Alice Souza, and Executive Director Robbie A. DeSouza were present. No one was absent.

**Minutes of Previous Meetings:** The Board reviewed and discussed the February 14, 2023 minutes. Motion to accept the minutes of February 14, 2023, meeting was made by Alice E. Souza, seconded by Alan B. Medeiros, passed unanimously.

**Capital Improvement Plan (CIP) & Annual Plan FY24:** The Board reviewed and discussed the FY24 CIP and Annual Plan. Motion to approve the FY24 CIP and Annual Plan as submitted was made by Adele L. Collard, seconded by Alice E. Souza, passed unanimously.

**12/31/2022 Quarterly Operating Statement 667 & 689:** The Board reviewed and discussed the 12/31/2022 Quarterly Operating Statement for both the 667 and 689. Motion to accept and approve the 12/31/2022 Quarterly Operating Statement for the 667 and 689 was made by William G. Fontaine, seconded by Adele L. Collard, passed unanimously.

**FY 2022 AUP:** The Board reviewed and discussed the FY 2022 AUP and the fact that DHA had zero findings. No motion was made.

**Contract for Financial Assistance (CFA) 4050 \$200,000.00:** The Board reviewed and discussed CFA 4050 in the amount of \$200,000.00. Motion to accept and have Chairman Edward Only sign CFA 4050 in the amount of \$200,000.00 was made by Adele L. Collard, seconded by Alice E. Souza, passed unanimously.

**Executive Director Right to Execute Contracts:** The Board reviewed and discussed the benefits of giving the Executive Director the right to execute contracts between meetings. Motion to give the Executive Director the right to Execute Contracts for the Dighton Housing Authority between meetings was made by William G. Fontaine, seconded by Adele L. Collard, passed unanimously.

**Resident Services Report:** The Board reviewed and discussed the Resident Services Report. Motion to accept the Resident Services Report was made by Adele L. Collard, seconded by Alice E. Souza, passed unanimously.

**Executive Director's Report:** The Board reviewed and discussed the Executive Director's Report. Motion to accept the Executive Director's Report as given was made by Alan B. Medeiros, seconded Adele L. Collard, passed unanimously.

**Treasurer's Report(s):**

*February 2023:* The Treasurer's Reports for the month of February 2023 were reviewed and discussed by the Board. Motion to approve the February 2023 Treasure's Reports was made by Adele L. Collard, seconded by William G. Fontaine, passed unanimously.

**Next Meeting: April 11, 2023**

**May 2023 Meeting:** The Board reviewed and discussed the fact Robbie A. DeSouza will be away part of the Month of May due to her daughter graduating from college. Motion to not have a meeting in May 2023 was made by Alice E. Souza, seconded by Adele L. Collard, passed unanimously.

**Adjournment:** Motion to adjourn the March 14, 2023, Board of Commissioners Meeting was made by Alice E. Souza, seconded by Adele L. Collard, passed unanimously.

**Materials:** Cover Letter / Clerk's Certificate / Agenda / Minutes from Previous Meeting and/or Extract from Minutes / Treasures Report(s) / RSC Report / ED Report / Annual Plan / AUP Email from DHCDs Mary Farrell / 12/31/2023 667 & 689 Quarterly Operating Statement / CFA 4050 / MA NAHRO News January/February 2023.

Respectfully submitted,

*Robbie A. De Souza*

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Robbie A. DeSouza  
Executive Director  
FOR THE AUTHORITY