

**Dighton Housing Authority (DHA)
Board of Commissioners Meeting
August 22, 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 August 22, 2023.

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

Minutes of Previous Meetings: The Board reviewed and discussed July 11, 2023, minutes. Motion to accept the minutes of the July 11, 2023, meeting was made by Alan B. Medeiros, seconded by Adele L. Collard, and passed unanimously.

FY23 Fiscal Year-End Forms and Certifications: The Board reviewed and discussed the FY23 Fiscal Year-End - Top 5 Compensation Form, Certification of Year End Financial Statements, Certification of Compliance with Notification Procedures for Federal and State Lead Paint Laws, and Fiscal Year End Certification of Preparer and Executive Director. Motion to approve all FY23 Fiscal Year-End Forms and Certifications as submitted to the Board and have Executive Director Robbie A. DeSouza sign them was made by Adele L. Collard, seconded by Alan B. Medeiros, and passed unanimously.

076047 Window & Siding of B Building Architect: The Board reviewed and discussed the scope of services for the Window & Siding of B Building Architect at a cost of \$18,584.53 (Project 076047). Motion to hire Robenson Green Beretta to be the Architect for Project 076047 Window and Siding B Building at a cost of \$18,584.53 was made by Adele L. Collard, seconded by Alice E. Souza, and passed unanimously.

CFA 5001 Amendment #17 Contract for Financial Assistance (CFA): The Board reviewed and discussed CFA 5001 Amendment #17 CFA in the amount of \$95,663.00. Motion to approve and have Chairman Edward J. Olney sign CFA 5001 Amendment #17 in the amount of \$95,663.00 extending our contract dates of service from June 30, 2025 to June 30, 2026 was made by Adele L. Collard, seconded by Alice E. Souza, and passed unanimously.

FY24 Sustainability Initiative for Energy Conservation (667-1 LED Exterior Lighting) CFA 5010: The Board reviewed and discussed the CFA 5010 in the amount of \$84,801 for 667-1 Exterior Lighting. Motion to approve and have Chairman Edward J. Olney sign CFA 5010 in the amount of \$84,801.00 for 667-1 Exterior Lighting was made by Adele L. Collard, seconded by Alice E. Souza, and passed unanimously.

Resident Services Report: The Board reviewed and discussed the Resident Services Report. Motion to accept the Resident Services Report was made by Alan B. Medeiros, seconded by Alice E. Souza, and passed unanimously.

Treasurer's Report(s):

July 2023: The Treasurer's Report for the months of July 2023 was reviewed and discussed. Motion to approve the June and July 2023 Treasure's Reports was made by Alan B. Medeiros, seconded by Adele L. Collard, and passed unanimously.

Next Meeting: September 12, 2023

Adjournment: Motion to adjourn the August 22, 2023, Board of Commissioners Meeting was made by Alice E. Souza, seconded by Adele L. Collard, and passed unanimously.

Materials: Cover Letter / Agenda / Minutes from Previous Meeting and/or Extract from Minutes / Treasures Report(s) / RSC Report / FY23 Year-end forms and Certifications / Quarterly Operating Statements 06-30-2023 / Top 5 Salaries / Architect Scope of Services 076047 / CFA 5001 Amendment #17 / CFA 5010

Respectfully submitted,

Robbie A. DeSouza

Robbie A. DeSouza
Executive Director

FOR THE AUTHORITY