

**Dighton Housing Authority (DHA)
Board of Commissioners Meeting
June 4, 2024**

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 June 4, 2024.

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

Minutes of Previous Meetings: The Board reviewed and discussed the April 19, 2024 minutes. Motion to accept the minutes of the April 19, 2024, meeting was made by Alan B. Medeiros, seconded by Adele L. Collard, and passed unanimously.

Board Officers: The Board reviewed and discussed the organization of the Board. Motion to have the Chairman be Edward J. Olney, Vice-Chairman be Alan B. Medeiros, and Adelle Collard be the Treasurer was made by Adele L. Collard, seconded by Kathleen M. Perry, and passed unanimously.

Thomas J. Joy 076039 Electrical Project Account Fee: The Board reviewed and discussed the Fee Accounts invoice for the Electrical Upgrade Project 076039. Motion to approve the Accounting Invoice for the Electrical Upgrade Project in the amount of \$4,000 was made by Kathleen M. Perry, seconded by Adele L. Collard, and it passed unanimously.

HUD FY 2024 Income Limits: The Board reviewed and discussed the FY 2024 HUD income limits. Motion to adopt the FY 2024 HUD Income Limits for 1 Person \$68,500 and 2 persons \$78,250 was made by Alan B. Medeiros, seconded by Kathleen M. Perry, and passed unanimously.

Chapter 235 Fall 2023 Executive Office of Housing and Livable Communities (EOHLC) Survey: The Board reviewed and discussed the survey results and thought they were amazing. No motion was made.

D25 Collection Loss \$250: The Board reviewed and discussed the \$250 balance left at move-out for apartment D25. Motion to approve and write off the D25 Collection Loss of \$250 was made by Alan B. Medeiros, seconded by Adele L. Collard, and passed unanimously.

Alice E. Souza Resignation: The Board reviewed the letter received from Alice E. Souza dated April 24, 2024, resigning from the DHA Board of Commissioners. Motion to recommend to the Town of Dighton Board of Selectmen that Donald Hirshey sit on the DHA Board of Commissioners and fill the Tenant Position and to have Kathleen M. Perry sit in the elected position whose term expires in 2025 was made by Adele L. Collard, seconded by Kathleen M. Perry, and passed unanimously.

076039 Electrical Upgrade Change Order #6: The Board reviewed and discussed the Water Infiltration Issue. Motion to approve Change Order #6 for the 076039 Electrical Upgrade was made by Adele L. Collard, seconded by Kathleen M. Perry, and passed unanimously.

Contract for Financial Assistance (CFA) 5010 – Amendment #2 - \$81,675: The Board reviewed and discussed the letter from EOHLC regarding Amendment #2 to CFA 5010 in the amount of \$81,675. Motion to approve and have Chairman Edward J. Olney sign Amendment #2 to CFA 5010 in the amount of \$81,675 was made Adele L. Collard, seconded by Kathleen M. Perry, and passed unanimously.

1095 Somerset Avenue – Lease & Management Contract Amendment: The Board reviewed and discussed the Lease Amendment with Cooperative Productions effective July 1, 2024 increasing the rent from \$4,000 to

\$4,150. Motion to approve the July 1, 2024, Lease & Management Contract Amendment increasing the rent to \$4,150 was made by Adele L. Collard, seconded by Kathleen M. Perry, and passed unanimously.

Affirmative Action Goals: The Board reviewed and discussed the Fair Housing Tenant Data for FY 2025 and the DHA Affirmative Action Goal being met. Motion that DHA Tenant Minority Household Percentage is 5.80% for FY 2025 and the Affirmative Action Goal is 6.40% with a differential 0.60 make our Affirmative Action Goal met so no placement rate is required was made by Alan B. Medeiros, seconded by Adele L. Collard, passed unanimously.

076039 Electrical Upgrade Project Substantial & Final Completion: The Board reviewed and discussed the 076039 Electrical Upgrade Project Substantial and Final Completion. Motion to approve the 076039 Electrical Upgrade Project Substantial and Final Completion was made by Adele L. Collard, seconded by Alan B. Medeiros, and passed unanimously.

076045 689 Bathroom Project Substantial & Final Completion: The Board reviewed and discussed the 076045 689 Bathroom Project Substantial & Final Completion. Motion to approve the 076045 689 Bathroom Project Substantial and Final Completion was made by Adele L. Collard, seconded by Alan B. Medeiros, 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 Kathleen M. Perry, and 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 by Kathleen M. Perry, and passed unanimously.

Treasurer's Report(s):

April 2024: The Treasurer's Reports for the month of April 2024 were reviewed and discussed by the Board. Motion to approve the April 2024 Treasurer's Reports was made by Kathleen M. Perry, seconded by Alan B. Medeiros, and passed unanimously.

Next Meeting: July 9, 2024

Adjournment: Motion to adjourn the June 4, 2024 meeting was made by Adele L. Collard, seconded by Alan B. Medeiros, and 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 / Board Officers / Board Member & Director Contact / Board Officers Organization / Thomas J. Joy 076039 Invoice / FY 2024 HUD Income Limits / Fall 2023 Tenant Satisfaction Survey / D25 Collection Loss / Alice E. Souza Resignation / 076039 Change Order #6 / CFA 5010 Amendment #2 / Fair Housing Details & and Census Data / Memo-Letters to Residents dated 4/10/2024, 5/10/2024, and 5/20/2024 / PHN 2024-07

Respectfully submitted,

Robbie A. DeSouza

Robbie A. DeSouza

Executive Director

FOR THE AUTHORITY