

**Dighton Housing Authority (DHA)  
Board of Commissioners Meeting  
October 8, 2019  
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**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 October 8, 2019.

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

**Minutes of Previous Meetings:** The Board reviewed and discussed the September 11, 2019 minutes. Motion to accept the minutes of the September 11, 2019 meeting was made by Adele L. Collard, seconded by Alan B. Medeiros, passed unanimously.

**667 Lincoln Village Snow Plow:** The Board reviewed and discussed the quotes received for snow plow services at Lincoln Village. To determine the low bidder the Board average the price per inch (Added all 5 costs per inch (0-3, 3-6, 6-9, 9-12, 12+) / 5 (costs per inch)) to determine low bidder. Motion to hire the low average bidder (\$423.00), Dream Builders, and have Executive Director Robbie A. DeSouza sign a 3 year contract was made by Alice E. Souza, seconded by Adele L. Collard, passed unanimously.

**FY19 HUD Income Limits Taunton-Mansfield-Norton, MA Area:** The Board reviewed and discussed the FY19 HUD Income Limits Taunton-Mansfield-Norton, MA area. Motion to change income limits for 1 person to 52,850 and for 2 persons to \$60,400 was made by Alan B. Medeiros, seconded by Anabela Powell, passed unanimously.

**Change Order 1 – ADA Door Job – Fish#076037:** The Board reviewed and discussed Change Order 1 for the ADA Door Job. Motion to approve and have Executive Director Robbie A. DeSouza sign Change Order 1 for Fish#076037 was made by Adele L. Collard, seconded by Anabela Powell, passed unanimously.

**Updated Top 5 Compensation Form FY19:** The Board reviewed the updated FY19 Top 5 Compensation Form (\$28 was left off the Maintenance Mechanics salary by mistake). Motion to approve the Updated FY19 Top 5 Compensation Form was made by Adele L. Collard, seconded by Alan B. Medeiros, passed unanimously.

**Resident Service Coordinator Funding – PHN 2019-19:** The Board reviewed and discussed PHN 2019-19 regarding the Resident Service Coordinator Funding. Motion to approve the application for the Resident Service Coordinators funding, as announced in the Notice of Funding Availability in DHCD Public Housing Notice #2019-19, to be submitted to DHCD, and to have Executive Director Robbie A. DeSouza sign the Extract of the Board Vote as true and accurate was made by Anabela Powell, seconded by Adele L. Collard, passed unanimously.

**Taunton Housing Authority Agreement for Services:** The Board reviewed and discussed the fact the Executive Director met with the Taunton Housing Authority and they were willing to enter into an agreement with the Dighton Housing Authority for afterhour's services, emergency services, etc. When the Agreement is ready it will be presented to the DHA Board for approval.

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

*August 2019:* The Treasurer's Report for the month of August 2019 was reviewed and discussed. Motion to approve and have each present Board Member initial the August 2019 Treasure's Report was made by Anabela Powell, seconded by Adele L. Collard, passed unanimously.

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**Executive Director's Time Sheet – August 2019:** The Board reviewed and discussed Robbie A. DeSouza's time sheet for the month of August 2019. Motion to approve Robbie A. DeSouza's August 2019 Time Sheet and have each present Board Member initial it was made by Adele L. Collard, seconded by Alice E. Souza passed unanimously.

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

**Next Meeting: November 12, 2019**

**Adjournment:** Motion to adjourn the October 8, 2019 Board of Commissioners Meeting was made by Alice E. Souza, seconded by Anabela Powell, passed unanimously.

**Materials:** Cover Letter / Clerk's Certificate / Agenda / Minutes From Previous Meeting and/or Extract from Minutes / Treasures Report / ED Robbie A. DeSouza Monthly Time Sheet / Executive Director's Report / FY19 HUD Income Limits / Fish 076037 Change Order 1 / Updated Top 5 Compensation Form / PHN 2019-19 / PHN 2019-20 / March 12, 2019 letter to resident A Building / October 1, 2019 letter to resident regarding PMR

  
Robbie A. DeSouza  
Executive Director  
FOR THE AUTHORITY

