

Dighton Housing Authority (DHA)
Board of Commissioners Meeting
December 10, 2019
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000650

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 December 10, 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 November 12, 2019 minutes. Motion to accept the minutes of the November 12, 2019 meeting was made by Anabela Powell, seconded by Adele L. Collard, passed unanimously.

A Building Siding and Windows Project – Fish No. 076036 – Certificate of Substantial Completion: The Board reviewed and discussed the fact that DHA has not received the Certificate of Substantial Completion and it will be presented to the Board as soon as possible. No motion was made.

A Building Siding and Windows Project – Fish No. 076036 – Certificate of Final Completion: The Board reviewed and discussed the fact that DHA has not received the Certificate of Final Completion and it will be presented to the Board as soon as possible. No motion was made.

Collection Loss: The Board reviewed and discussed the balance, \$2,335.00, left on a residents account when they moved out. Motion to approve the Collection Loss of \$2,335.00 (Bagtaz) was made by Adele L. Collard, seconded by Anabela Powell, passed unanimously.

Agreed-Upon Procedures (AUP) 6/30/2019: The Board reviewed and discussed the FY19 AUP. Motion to except the FY19 AUP was made by Anabela Powell, seconded by Alice E. Souza, passed unanimously.

Massachusetts State-Aided Housing Programs Property, Boiler & Machinery and Crime Insurance Policy Period – 11/17/19 to 11/17/20 –Public Housing Notice 2019-28: The Board reviewed and discussed Public Housing Notice 2019-28. Motion to approve the new policy rate of \$126 per door was made by Anabela Powell, seconded by Adele L. Collard, passed unanimously.

Contract for Financial Assistance (CFA) – Work Plan 5001 – Amendment 13 - \$20,000: The Board reviewed and discussed the letter dated November 12, 2019 notifying DHA of CFA Amendment 13 awarding DHA \$20,000. Motion to approve and have Chairman Edward J. Olney sign CFA Amendment 13 awarding DHA \$20,000 was made by Alice E. Souza, seconded by Anabela Powell, passed unanimously.

ADA Door Project – Fish No. 076037 – Change Order #5: The Board reviewed and discussed Fish No. 076037 Change Order #5 to extend the contract time. Motion to approve Change Order # 5 for Fish No. 076037 and have Executive Director Robbie A. DeSouza sign was made by Alan B. Medeiros, seconded by Alice E. Souza, passed unanimously.

Treasurer's Report(s):

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

Executive Director's Time Sheet – October 2019: The Board reviewed and discussed Robbie A. DeSouza's time sheet for the month of October 2019. Motion to approve Robbie A. DeSouza's October 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 Alice E. Souza, seconded by Adele L. Collard, passed unanimously.

Next Meeting: January 14, 2020

Adjournment: Motion to adjourn the December 10, 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 / Bagtaz Statement / AUP 6/30/2019 / Public Housing Notice 2019-28 / CFA Work Plan 5001 Amendment 13 / 076037 Change Order #5


Robbie A. DeSouza
Executive Director
FOR THE AUTHORITY

