

Dighton Housing Authority (DHA)
Board of Commissioners Meeting
May 26, 2020
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Called to Order: Chairman Edward J. Olney called the Board of Commissioners (BOC) Virtual Meeting of the Dighton Housing Authority (DHA) to order at 9:30 a.m. on May 26, 2020. Due to social distancing guidelines related to the COVID-19 state of emergency, this meeting was held by teleconference.

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 April 28, 2020 minutes. Motion to accept the minutes of the April 28, 2020 meeting was made by Alan B. Medeiros, seconded by Adele L. Collard, passed unanimously.

03/31/2020 Quarterly Operating Statements 667 & 689: The Board reviewed and discussed the 03/31/2020 Quarterly Operating Statements for the 667 & 689. Motion to approve the 03/31/2020 Quarterly Operating Statements for the 667 & 689 was made by Anabela Powell, seconded by Adele L. Collard, passed unanimously.

COVID-19 Laundry Room: The Board reviewed and discussed the COVID-19 Laundry Room Information. Motion to approve and adopt the COVID-19 Laundry Room Information temporarily while fighting the virus was made by Alice E. Souza, seconded by Alan B. Medeiros, passed unanimously.

FY20 Vacation & Personal Leave: The Board reviewed and discussed the concern that due to COVID-19 and potentially an employee will not be able to use all their Personal and Vacation Leave. Motion to allow any FY20 unused Personal Leave and Vacation Leave, in excess of 5 days' Vacation Leave the employee is normally allowed to carry over, may be used until September 30, 2020 (opposed to the normal June 30, 2020) was made by Adele L. Collard, seconded by Alice E. Souza, passed unanimously.

COVID-19: The Board reviewed and discussed the COVID-19 Updates dated May 18, 2020. Motion to continue having the Office Closed for walk-ins, ED will be available to residents/applicants via appointment/phone/email, and the ED will continue to work from home and come in as necessary for appointments, showings, lease readings, etc. was made by Anabela Powell, seconded by Adele L. Collard, passed unanimously.

Treasurer's Report(s):

April 2020: The Treasurer's Report for the month of April 2020 was reviewed and discussed. Motion to approve the April 2020 Treasurer's Report was made by Adele L. Collard, seconded by Anabela Powell, passed unanimously.


Executive Director's Time Sheet

April 2020: The Board reviewed and discussed Robbie A. DeSouza's time sheet for the month of April 2020. Motion to approve Robbie A. DeSouza's April 2020 Time Sheet was made by Alan B. Medeiros, seconded by Anabela Powell, passed unanimously.

Next Meeting: July 14, 2020. The Board reviewed and discussed wanting to get our regular meeting back on track with the second Tuesday of the Month at 9:30 a.m. Motion to have our next meeting on July 14, 2020 at 9:30, due to social distancing guidelines related to the COVID-19 state of emergency this meeting will be held by teleconference.

Adjournment: Motion to adjourn the May 26, 2020 Board of Commissioners Phone Meeting was made by Anabela Powell, seconded by Alice E. Souza, passed unanimously.

Materials: Cover Letter / Clerk's Certificate / Agenda / Minutes From Previous Meeting and/or Extract from Minutes / 03/31/2020 Quarterly Operating Statements 667 & 689 / COVID-19 Laundry Room Information / DHA COVID-19 Updates dated May 18, 2020 / Treasures Report(s) / ED Robbie A. DeSouza Monthly Time Sheet(s) / PHN 2020-12 Addendum #2 / April 2020 Town Administrator April 2020 message / 05/19/2020, 05/12/2020, 05/05/2020, 04/21/2020, and 04/14/2020 COVID-19 Updates to Residents'


Robbie A. DeSouza
Executive Director
FOR THE AUTHORITY