

**Dighton Housing Authority (DHA)**  
**Board of Commissioners Meeting**  
**November 10, 2020**  
**Page 1 of 1**

**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 November 10, 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 October 13, 2020 minutes. Motion to accept the minutes of the October 13, 2020 meeting was made by Alan B. Medeiros, seconded by Adele L. Collard, passed unanimously.

**667 FY21 Budget (Public Housing Notice 2020-30):** Motion: Adele L. Collard moved that the proposed Operating budget for State-Aided Housing of the Dighton Housing Authority, Program Number 400-1 for Fiscal Year Ending 6/30/2021 showing Total Revenue of \$344,274 and Total Expenses of \$371,062 there by requesting a subsidy of \$0 be submitted to the Department of Housing and Community Development for its review and approval. Alan B. Medeiros seconded the motion, which upon roll-call, was passed by a vote of 4 to 0.

**689 FY21 Budget (Public Housing Notice 2020-30):** Motion: Adele L. Collard moved that the proposed Operating budget for State-Aided Housing of the Dighton Housing Authority, Program Number 689-1 for Fiscal Year Ending 6/30/2021 showing Total Revenue of \$42,350 and Total Expenses of \$38,863 there by requesting a subsidy of \$0 be submitted to the Department of Housing and Community Development for its review and approval. Alan B. Medeiros seconded the motion, which upon roll-call, was passed by a vote of 4 to 0.

**FY21 Health Care Incentive (Public Housing Notice 2020-30):** The Board reviewed and discussed Public Housing Notice 2020-22 / FY21 Budget Guidelines page 41 regarding the \$1,000 Health Care Incentive. Motion to give the \$1,000 FY21 Health Care Incentive to Executive Director Robbie A. DeSouza because she gets her health insurance from her spouse and it saves the Authority thousands of dollars was made by Adele L. Collard, seconded by Anabela Powell, 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 Anabela Powell, passed unanimously.

**Executive Director's Report:** The Board reviewed and discussed the Executive Director's Report. Motion to accept the Executive Director's Report was made by Alice E. Souza, seconded by Alan B. Medeiros, passed unanimously.

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

*October 2020:* The Treasurer's Report for the month of October 2020 was reviewed and discussed. Motion to approve the October 2020 Treasurer's Report was made by Adele L. Collard, seconded by Alan B. Medeiros, passed unanimously.

**Executive Director's Time Sheet**

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

**Next Meeting: December 8, 2020 at 9:30 a.m.** This meeting will be held by teleconference due to social distancing guidelines related to the COVID-19 state of emergency.

**Adjournment:** Motion to adjourn the November 10, 2020 Board of Commissioners Phone Meeting was made by Alice E. Souza, seconded by Alan B. Medeiros, passed unanimously.

**Materials:** Cover Letter / Clerk's Certificate / Agenda / Minutes From Previous Meeting and/or Extract from Minutes / PHN 2020-30 Budget Guidelines (emailed to each Board member) / 667 & 689 Budget Information / Treasures Report(s) / ED Robbie A. DeSouza Monthly Time Sheet(s) / COVID-19 Resident Updates 10/30/2020 Resident Memorandum / November 2020 Resident Services Infogram

---

Robbie A. DeSouza  
Executive Director  
FOR THE AUTHORITY

**EXTRACT FROM THE MINUTES OF A MEETING  
MEETING OF THE DIGHTON HOUSING AUTHORITY  
HELD ON TUESDAY, NOVEMBER 10, 2020  
PAGE 1 OF 1**

The members of the Dighton Housing Authority met in A Virtual Meeting, at 9:30 a.m. on **November 10, 2020**. Due to social distancing guidelines related to the COVID-19 state of emergency, this meeting was held by teleconference. The Board of Commissioners of the Dighton Housing Authority made the following motion(s) at this Virtual Meeting:

**667 FY21 Budget (Public Housing Notice 2020-30):** Motion: Adele L. Collard moved that the proposed Operating budget for State-Aided Housing of the Dighton Housing Authority, Program Number 400-1 for Fiscal Year Ending 6/30/2021 showing Total Revenue of \$344,274 and Total Expenses of \$371,062 there by requesting a subsidy of \$0 be submitted to the Department of Housing and Community Development for its review and approval. Alan B. Medeiros seconded the motion, which upon roll-call, was passed by a vote of 4 to 0. (*Vote: Adele L. Collard-F, Alan B. Medeiros-F, Edward J. Olney-F, Anabela Powell-F, and Alice E. Souza-F*) (*F=in favor, O=opposed, and A=absent*)

**689 FY21 Budget (Public Housing Notice 2020-30):** Motion: Adele L. Collard moved that the proposed Operating budget for State-Aided Housing of the Dighton Housing Authority, Program Number 689-1 for Fiscal Year Ending 6/30/2021 showing Total Revenue of \$42,350 and Total Expenses of \$38,863 there by requesting a subsidy of \$0 be submitted to the Department of Housing and Community Development for its review and approval. Alan B. Medeiros seconded the motion, which upon roll-call, was passed by a vote of 4 to 0. (*Vote: Adele L. Collard-F, Alan B. Medeiros-F, Edward J. Olney-F, Anabela Powell-F, and Alice E. Souza-F*) (*F=in favor, O=opposed, and A=absent*)

**FY21 Health Care Incentive (Public Housing Notice 2020-30):** The Board reviewed and discussed Public Housing Notice 2020-22 / FY21 Budget Guidelines page 41 regarding the \$1,000 Health Care Incentive. Motion to give the \$1,000 FY21 Health Care Incentive to Executive Director Robbie A. DeSouza because she gets her health insurance from her spouse and it saves the Authority thousands of dollars was made by Adele L. Collard, seconded by Anabela Powell, passed unanimously. (*Vote: Adele L. Collard-F, Alan B. Medeiros-F, Edward J. Olney-F, Anabela Powell-F, and Alice E. Souza-F*) (*F=in favor, O=opposed, and A=absent*)

In witness whereof, I have hereunto set my hand and the seal of the Dighton Housing Authority this **10<sup>th</sup> day of November 2020**.

---

Robbie A. DeSouza  
Executive Director  
FOR THE AUTHORITY