

Dighton Housing Authority (DHA)  
Board of Commissioners Meeting  
**April 13, 2021**  
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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 April 13, 2021. Due to social distancing guidelines related to the COVID-19 state of emergency, this meeting was held by teleconference.

**Attendance:** Adele L. Collard, Edward J. Olney, Anabela Powell, Alice E. Souza, and Executive Director Robbie A. DeSouza were present. Alan B. Medeiros was absent.

**Minutes of Previous Meetings:** The Board reviewed and discussed the March 9, 2021 minutes. Motion to accept the minutes of the March 9, 2021 meeting was made by Adele L. Collard, seconded by Anabela Powell, passed unanimously.

**689 Rent – FY22 -\$3,550:** The Board reviewed and discussed the current rent of the 689 (\$3,500), social security gave a 1.3% increase in 2021, and approximately 1.3 increase in rent would change the rent to \$3,550. Motion to change the 689-rent effective July 1, 2021 to \$3,550 was made by Adele L. Collard, seconded by Alice E. Souza, passed unanimously.

**FY21 Vacation Leave:** The Board reviewed and discussed the fact that due to COVID-19 the staff was/is unable to use all there leave in FY21. Motion to allow employees to carry over more vacation days than allowed in the DHAs Personnel Policy for FY21 only and employees should plan appropriately in FY22 if they do not want to lose any leave was made by Anabela Powell, seconded by Adele L. Collard, passed unanimously.

**Public Housing Notice 2021-01 – Change Pertaining to Town Appointed Tenant Board Members:** The Board reviewed and discussed Public Housing Notice 2021-01. No motion was made.

**Department of Labor Standards – Minimum Wage Rates – 4/1/21-3/31/22:** The Board reviewed and discussed the letter received from the Department of Labor Standards dated 2/24/2021 changing Maintenance Mechanic I minimum base rate/hour to \$29.54. Motion to approve the increase of the Maintenance Mechanic I hourly rate to \$29.54 was made by Alice E. Souza, seconded by Adele L. Collard, passed unanimously.

**Resident Services Report:** The Board reviewed and discussed the Resident Services Report. Motion to accept the Resident Services Report was made by Adele L. Collard, 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 Anabela Powell, seconded by Adele L. Collard, passed unanimously.

**Treasurer’s Report(s):**

*March 2021:* The Treasurer’s Report for the month of March 2021 was reviewed and discussed. Motion to approve the March 2021 Treasure’s Report was made by Adele L. Collard, seconded by Anabela Powell, passed unanimously.

**Executive Director’s Time Sheet**

*March 2021:* The Board reviewed and discussed Robbie A. DeSouza’s time sheet for the month of March 2021. Motion to approve Robbie A. DeSouza’s March 2021 Time Sheet was made by Adele L. Collard, seconded by Anabela Powell, passed unanimously.

**Next Meeting: May 11, 2021 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 April 13, 2021 Board of Commissioners Phone Meeting was made by Alice E. Souza, seconded by Adele L. Collard, passed unanimously.

**Materials:** Cover Letter / Clerk’s Certificate / Agenda / Minutes from Previous Meeting and/or Extract from Minutes / Treasures Report(s) / ED Robbie A. DeSouza Monthly Time Sheet(s) / RSC Report / ED Report /

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Robbie A. DeSouza  
Executive Director  
FOR THE AUTHORITY