

Dighton Housing Authority (DHA)
Board of Commissioners Meeting
March 8, 2022
Page 1 of 1

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 March 8, 2022.

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 February 8, 2022 minutes. Motion to accept the minutes of the February 8, 2022 meeting was made by Anabela Powell, seconded by Alan B. Medeiros, passed unanimously.

FY 2023 Annual Plan: The Board reviewed and discussed the FY 2023 Annual Plan. Motion to approve the FY 2023 Annual Plan as submitted was made by Anabela Powell, seconded by Alice E. Souza, passed unanimously.

667 & 689 Quarterly Operating Statement 12/31/2021: The Board reviewed and discussed the 667 and 689 Quarterly Operating for 12/31/2021. Motion to approve the 667 & 689 Quarterly Operating Statement for 12/31/2021 was made by Anabela Powell, seconded by Adele L. Collard, passed unanimously.

PHN 2021-14 CHAMP Fair Housing PMR Criteria: The Board reviewed and discussed PHN 2021-14 regarding CHAMP Fair Housing PMR Criteria, DHA needs a Fair Housing Plan, and Robbie DeSouza will draft a version for the Board to review at one of its upcoming meetings. No motion was made.

689 Shower (2) Update - \$49,551 from Operating Reserves: The Board reviewed and discussed the email dated 2/14/22 from DHCDs Project Manager Linda Katsudas, the email dated 2/4/22 from RCAT Southeast Region Project Manager Greg Caswell, and the 689 Operating Reserve Analysis. Motion to approve spending \$49,551 from the 689s Operating Reserve to remove 2 tubs that are in need of repair and replace them with roll-in shower was made by Alice E. Souza, seconded by Adele L. Collard, passed unanimously.

PHN 2022-04 Rent Determination Information: The Board reviewed and discussed PHN 2022-04 regarding guidance on rent determinations. No motion was made.

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 Adele L. Collard, seconded by Anabela Powell, passed unanimously.

Robbie DeSouza let the Board know she will be leaving Dighton Housing Authority and will be going to the Dartmouth Housing Authority effective July 1, 2022. Motion to have Robbie start the process of hiring a new executive director by finding a contractor to go out and advertise, reference checks, and provide the Board a list of eligible candidates, so the Board can make the final decision was made by Alice E. Souza, seconded by Adele L. Collard, passed unanimously.

Treasurer's Report(s):

January 2022: The Treasurer's Report for the month of January 2022 was reviewed and discussed. Motion to approve the January 2022 Treasure's Report was made by Adele L. Collard, seconded by Anabela Powell, passed unanimously.

Executive Director's Timesheet

January 2022: The Board reviewed and discussed Robbie A. DeSouza's timesheet for the month of January 2022. Motion to approve Robbie A. DeSouza's January 2022 timesheet was made by Alan B. Medeiros, seconded by Adele L. Collard, passed unanimously.

Next Meeting: April 12, 2022 at 9:30 a.m.

Adjournment: Motion to adjourn the March 8, 2022 Board of Commissioners 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 / Treasures Report(s) / ED Robbie A. DeSouza Monthly Time Sheet(s) / RSC Report / ED Report / FY 2023 CIP & Annual Plan / PHN 2021-14 / 667-689 Quarterly Operating Statement / 689 Operating Reserve Analysis and Emails from G. Caswell and L. Katsudas / PHN 2022-04 / March 2022 Resident Services Infogram / January-February 2022 Town Administration Newsletter / DHCD Alert Lean Program 2/24/2022

Robbie A. DeSouza

Robbie A. DeSouza
Executive Director
FOR THE AUTHORITY