

**Dighton Housing Authority (DHA)
Board of Commissioners Meeting
November 8, 2022**

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 November 8, 2022.

Attendance: William G. Fontaine, Alan B. Medeiros, Edward J. Olney, Alice Souza, Fee Accountant Thomas J. Joy, and Executive Director Robbie A. DeSouza were present. Adele L. Collard was absent.

Minutes of Previous Meetings: The Board reviewed and discussed the October 11, 2022, minutes. Motion to accept the minutes of October 11, 2022, meeting was made by William G. Fontaine, seconded by Alan B. Medeiros, passed unanimously.

667 FY 2023 Budget (Public Housing Notice 2022-16): Motion: William G. Fontaine moved that the proposed Operating budget for State-Aided Housing of the Dighton Housing Authority, Program Number 400-1 for Fiscal Year Ending 6/30/2023 showing Total Revenue of \$369,400.00 and Total Expenses of \$408,370.00 there by requesting a subsidy of \$0.00 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 FY 2023 Budget (Public Housing Notice 2022-16): Motion: William G. Fontaine moved that the proposed Operating budget for State-Aided Housing of the Dighton Housing Authority, Program Number 689-1 for Fiscal Year Ending 6/30/2023 showing Total Revenue of \$45,320.00 and Total Expenses of \$96,090.00 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.

Electrical Project Bids (076039): The Board reviewed and discussed the bids received for the Electrical Project Bids (076039). The low bid from Tilton Electric, Inc. in the amount of \$635,986 was found to be defective because the amount of the bid exceeds Tilton's DCAMM Single Project Limit of \$500,000 which the company is grieving. Motion to hire the lowest qualified bidder if Tilton Electric Inc. is deemed eligible in the amount of \$635,986.00 or if they are found defective hire Levangie Electric Co., in the amount of \$840,000 was made by Alan B. Medeiros, seconded by Alice E. Souza, passed unanimously.

Resident Service Coordinator Funding – PHN 2022-14: The Board reviewed and discussed PHN 2022-14 regarding the Resident Service Coordinator Funding. Motion to approve the application for the Resident Service Coordinators funding, as announced in the Notice of Funding Availability in DHCD PHN 2022-14, to be submitted to DHCD, and to have Executive Director Robbie A. DeSouza sign the Extract of the Board vote as true and accurate was made by William G. Fontaine, seconded by Alice E. Souza, passed unanimously.

9/30/2022 Quarterly Operating Statements 667 & 689: The Board reviewed and discussed the 9/30/2022 Quarterly Operating Statements for the 667 and 689. Motion to approve the 667 & 689 Quarterly Operating Statements for 9/30/2022 was made by Alice E. Souza, seconded by Alan B. Medeiros, passed unanimously.

FY 2022 PMR Desk Report: The Board reviewed and discussed the FY 2022 PMR Desk Report. The onsite PMR was on October 20, 2022, and no findings were found. No motion was made.

PHN 2022-17 Fire Alarm Testing: The Board reviewed and discussed PHN 2022-17 regarding Fire Alarm Testing. No motion was made.

ARPA Contract for Financial Assistance (CFA) 4001 - \$95,483: The Board reviewed and discussed the ARPA CFA 4001 in the amount of \$95,483.00 and Attachment A. Motion to approve the ARPA CFA 4001 in the amount of \$95,483.00 and Attachment A and to have Chairman Olney sign the contract was made by William G. Fontaine, seconded Alan B. Medeiros, passed unanimously.

Resident Services Report: The Board reviewed and discussed the Resident Services Report. Motion to accept the Resident Services Report was made by William G. Fontaine, seconded by Alan B. Medeiros, 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 Alan B. Medeiros, passed unanimously.

Treasurer's Report(s):

October: The Treasurer's Reports for the month of October 2022 were reviewed and discussed by the Board. Motion to approve the October 2022 Treasure's Reports was made by William G. Fontaine, seconded by **Alan B. Medeiros**, passed unanimously.

Next Meeting: December 13, 2022

Adjournment: Motion to adjourn the November 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) / RSC Report / ED Report / PHN 2022-16 / 076039 Bids / 9/30/2022 Quarterly Operating Statements 667 & 689 / ARPA CFA 4001 / Budget Request 667 & 689 / PHN 2022-14 / PMR /

Robbie A. De Souza

Robbie A. DeSouza
Executive Director
FOR THE AUTHORITY