

**WINOOSKI HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
FEBRUARY 3, 2021**

A meeting of the Winooski Housing Authority Board of Commissioners was held electronically as allowed by special Vermont Statute due to COVID-19 Requirements.

The meeting was called to order by Chair Diane Potvin at 4:20. Those present were:

COMMISSIONERS PRESENT: Chair Potvin, Vice Chair Raymond, Commissioner Arnell, and Commissioner Mace.

COMMISSIONERS ABSENT: Commissioner Lambert

OFFICERS PRESENT: Executive Director Decarreau

MEMBERS OF THE PUBLIC: None

1. Approval of the Agenda

No changes

2. Approval of the Minutes from November 30, 2020 (Joint meeting) and December 6, 2020/

Motion to approve by Commissioner Mace, Seconded by Commissioner Arnell

Motion carried: 4 – 0

3. Public Comment:

No members of the public were in attendance

4. Update on Finances

See Board Notes

Note that budget data was in and the agency was under budget. We will present in March.

5. Update on Activities During COVID-19 Operations

See Board Notes

6. Update on RAD Projects

ED Decarreau noted that the overrun on the Franklin Elm exterior work reached \$72,000 due to rot discovered under the siding. Siding also was dried out and broke when removing the trim. Insulation also was moldy once exposed. None of this work could have been delayed. This was not unexpected and could not have been planned until it was exposed. We did not draw on the bonds for these funds but will draw all funds once we have final budgets on the remaining projects.

7. Draft for Five Year Plan and 2021 Annual Plan

See Draft of Plan 2025 for details.

ED Decarreau reviewed the plan for the five year plan and the 2021 (FY 2022) Annual Plan. Commissioners liked the mix of work from basic infrastructure/policy updates and long term investments.

Next steps are to finalize the draft and start the process of gathering public comment as required.

8. Budget Memo and Guidance

ED Decarreau reviewed the memo. Commissioners liked the use of the career ladder for maintenance and property management.

Next Step is to prepare the budget draft for the March meeting.

9. Other Business

None

Motion to Adjourn made by Commissioner Arnell, Seconded by Commissioner Raymond at 5:06 pm.

Motion carried 4 - 0