

**WINOOSKI HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MINUTES OF REGULAR BOARD MEETING
MARCH 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 4:24. 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 February 3, 2101

Motion to approve by Commissioner Arnell, Seconded by Commissioner Mace

Motion carried: 3– 0

3. Public Comment:

No members of the public were in attendance

4. Update on Finances

Commissioner Raymond joined us on this item.

ED Decarreau reviewed the handout. Cash is returning, though the actual cash balances will be reconciled when the books are closed. ED Decarreau noted working toward having the books kept in our PHAWeb system so that information is available at all times and cash is placed in the correct account monthly.

5. Update on Activities During COVID-19 Operations

See Board Notes.

ED Decarreau has been working on bringing vaccines to the senior buildings. It does not appear that this will be possible at this time.

6. Update on RAD Projects

ED Decarreau made note of the grant from VEIC to cover the insulation project. This still leave the window replacement underfunded, as it was from the beginning.

7. Budget Issues

ED Decarreau reviewed the first look at the budget. It was not seen by the accountant, but it showed a rough order of magnitude on the combined budget. The bottom line will change as the numbers are refined.

Commissioner Mace asked why employee benefits had dropped so dramatically. ED Decarreau noted that the agency offered the Bronze HD plan with a Health Reimbursement Account in addition to the platinum plan and many employees took the new option. ED Decarreau noted that we will likely ask the board to approve a change in benefits – providing a fixed amount of funding and allowing employees to choose. The fixed funds are likely to be similar to the bronze plan and is working with out broker on options.

Commissioner Arnell asked about the large increase in regular insurance. ED Decarreau explained that there was significant saving last year and it is not unusual for insurance companies to undercut competition in year one and raise rates significantly in year two. We have asked our broker to evaluate other options.

8. Draft for Five Year Plan and 2021 Annual Plan

See Proposed Plan 2025 for details.

ED Decarreau noted the addition of the background in the State, Regional, and Municipal plans. The Board agreed with the general direction.

A Resident Advisory Board meeting will be held in the next two to three weeks – when internet is available at all senior properties – which will be followed by a warned public hearing and a final resolution by the Board.

9. Other Business

Commissioner Arnell asked about whether the agency should ask to be part of the hiring process for the City Manager. ED Decarreau noted that an offer had been extended to the Mayor who acknowledged the request and explained that the process was going to the Board for approval on Monday.

Motion to Adjourn made by Commissioner Arnell, Seconded by Commissioner Raymond at 5:10 pm.

Motion carried 4 - 0