



WINOOSKI HOUSING AUTHORITY

Board of Commissioners

MINUTES

January 15, 2025

4:15 pm

PRESENT: Marnie Owen, Chair; Pat Raymond, Vice-Chair, Aber Al Zubaidy, Commissioner
Nicole Mace, Commissioner

OFFICER: KR Decarreau, Executive Director

Meeting called to order by Chair Owen at 4:21 pm

1. Public Comment

No public in attendance

2. Agenda Adjustments

None requested

3. Approve Minutes of October 2024 Meeting and December

Motion by Commissioner Raymond. Seconded by Commissioner Al Zubaidy

Motion carried 3 – 0 (Commissioner Mace not yet present)

4. Financial Update from FY 24

See Board Notes

5. Financial Update Current

See Board Notes.

ED noted that the bottom line is doing well. December numbers will be available at the next meeting.

6. Voucher Plan for 2025 – Pending HUD cut of 2.5% in Funding

See Board Notes

Chair Owen asked about why this is happening now. ED Decarreau stated that the elections have consequences and those who are writing the budget are heading in this direction.

Commissioner Al Zubaidy noted that this will be very harmful to large families who are arriving.

Commissioner Mace noted that we have reserves and need to be prudent. We don't have to panic, but we do have to pay attention. She noted that the strategy is to stop issuing new vouchers and try to maintain the vouchers we have at the moment.

ED Decarreau noted that it is unclear how we might use our Admin Fee reserves to pay rent, noting that there are still many questions. Also noted was the fact that all Vermont PHAs are working together to try to cooperate.

The big concern is losing landlords in the near term. When money starts flowing again, it will require us to build our way out of this problem.

Commissioner Mace agreed that we need to be cautious and wait out the process.

Commissioner Al Zubaidy noted that the housing shortage is all over the country and cutting the budget does not make sense.

The Board members all stated how frustrating this situation is right now.

7. Plan for Admin Plan Update – Distribution of Key Questions

ED Decarreau noted that this will move to US Housing Consultants who have rewritten their entire plan. This is underway.

The plan will be to issue a memo with the changes in the policy. It will be a strike all and replace. The Board will adopt an entirely new plan.

8. Annual Plan – Final to Public Hearing

Noted that the hearing will be held on February 19, This is month behind due to my surgery. We are fine with the Boston office.

9. Structure for FY 2025

Noted the addition of a Property Management Assistant. Notes that the new Property Services Manager is Shawna Hanley with over 13 year's experience in subsidized housing.

Commissioner Mace asked whether ED Decarreau whether was confident the new structure would allow us to continue the work of the Agency. ED Decarreau stated that we were confident we could accomplish our mission.

Commissioner Mace asked about succession planning. ED Decarreau stated that between Jamie Latterell and Shawna Hanley, work would continue if something happened to the ED.

10. 2025 Health Insurance Plan

ED Decarreau noted that we have excellent benefits and that, with Friday afternoons off, is allowing us to recruit the talent we need to run the organization. Noting that we are doing our best to make it easy to come and hard to leave.

11. ED Review of 2024

ED Decarreau noted (in addition to the Board Notes) that contracts will likely be rebid when those businesses are not able to deliver the same level of service.

12. Other Business or Updates

ED Decarreau noted that there was a pause in the sprinkler project to figure out how to phase in a project that we can afford.

The Transformer project at 87 Elm Street is also in progress. Decarreau noted that from a risk perspective, handing over the equipment to Green Mountain Power, we will transfer the electrical components to the tenants. This would have to include a rent decrease, try to move from radiant electrical heat to heat pumps. We will also have to do a lot of education around energy efficiency.

Motion to adjourn by Commissioner Mace. Seconded by Commissioner Raymond.

Motion carries 4 – 0

Meeting adjourned at 5:27