

Board of Commissioners Meeting MINUTES

May 21, 2025 4:15 PM

Present: Chair Owen, Deputy Chair Raymond, Commissioner Mace

Officers: ED Decarreau

1. Public Comment

No members of the public present.

2. Adjustments of Agenda

No Adjustments

3. Approve Minutes of February and March 2025 Meeting

Motion to Approve March 2025 minutes by Commissioner Mace, Seconded by Commissioner Raymond.

Motion carries 3 – 0

Quorum from February meeting not present

4. Review Housing Choice Voucher Program Data

ED Decarreau noted that we can make the end of the year with a small balance without having to remove folks conforming with the program rules. Decarreau noted that the need to fill RAD apartments impacts the total vouchers we can issue and is working with HUD to understand how that will work. The OBBB is not out and its impact remains unknown.

Decarreau explained how the Housing Choice Vouchers require significantly more than our properties because of the higher market rents versus HUD approved rents.

Commissioner Mace clarified that on the current trajectory, almost all of the reserves would be used. ED Decarreau confirmed that assessment.

Commissioner Mace asked about what was in the OBBB. ED Decarreau Noted that the bill is not at a place to understand potential impact. Decarreau noted that the Vermont PHA Directors to try to make sure the impact on the entire state is well understood.

5. Review and Approve Use of Common Areas Policy

ED Decarreau explained that we need a policy in place to be fair and consistent across all properties.

Commissioner Mace clarified that the Town Houses were Elm and Franklin and made sure this applies to all properties equally and that it is not solely a reaction to problems. ED Decarreau noted that the general section of the policy, but was not covered by either the high rise and town houses.

Commissioner Raymond indicated that she thought the policy was good and asked about electric bike policy as she is concerned about fires from the battery. Bikes are not being charged in common areas and would not be covered by this policy.

Commissioner Raymond moved to approve the policy. Commissioner Mace seconded.

Motion carried 3 - 0

6. Review and Approve New One Strike Language

ED Decarreau explained that the One Strike language in the Admin Plan. This is still the legal requirement. Decarreau explained that we make sure anyone rejected under this policy is clear about how to appeal and noted that in the past year there were approximately eight appeals, six were overturned and two appellants did not attend the full meeting.

7. Approve Short Term Lease with HeadStart for Space at Elm Street

ED Decarreau asked for permission to get into an agreement with CVOEO HeadStart for rent to be paid through October until federal funding is clear.

Commissioner Mace made a motion to approve the ED to enter into an agreement with HeadStart through October. Commissioner Raymond seconded,

Motion carried 3 - 0

8. Discuss Annual Meeting

ED Decarreau asked about scheduling a June meeting around Commissioner Abdullahi.

Commissioner Mace noted that she is not available on June 18 and asked to look for another date. Chair Owen asked to look for an in person date.

9. Other Business

ED Decarreau noted that WHA was fully staffed. We noted the One-Box Wednesday as a strategy to get rid of files we no longer needed to keep. Cleaning out the storage room is now complete.

ED Decarreau noted that we had come close to wrapping up the RAD program and expect this to be put to rest soon.

ED Decarreau noted that we have partnered with Champlain Housing Trust to assist if there is an issue with the purchase.

Motion to Adjourn at 4:45 by Commissioner Raymond, seconded by Commissioner Mace

Motion carries 3 - 0