WINOOSKI HOUSING AUTHORITY

Meeting of the

Winooski Housing Authority

# Board of Commissioners

Meeting Date: April 16, 2026 4:15 pm

Meeting Place: 83 Barlow St  Community Room or On Line. Please call by noon on April 16, 2026 for a link.

# Minutes

Present:  Marnie Owen, Chair; Nicole Mace, Commissioner; Marna Ehrech, Commissioner

Officers:  KR Decarreau, Executive Director; Shawna Hanley, Director of Housing Programs; Kathy Boumil-Stimets, Maintenance Administrator

Guest:  Nick Beauchamp, Auditor; Theo Carr, Tenant

Chair Owen called the meeting to order at 4:15

1. Public Comment

   Mr. Carr asked why the meeting was at 4:15 instead of earlier in the day. ED Decarreau explained that it was timed to accommodate work hours.

   ED Decarreau asked to have Mr. Beauchamp review the FY 25 audit. This has been rescheduled multiple times since we were unable to meet in December due to a security threat at the school where the meeting was scheduled to take place.

   Mr. Beachamp made his presentation of the audit. The presentation is available at WHA offices along with the audit.

   ED Decarreau explained that we have a build up in cash in Unrestricted Net Position in the Housing Choice Voucher program. This is built up to deal with an interruption in funding from HUD. We are looking for ways to spend the funds to support housing.

   Mr. Carr asked for a copy of the audit, which ED Decarreau delivered.

2. Approve Minutes:

   Motion to approve the minutes from February 4, 2026 and March 25, 2026 made by Commissioner Mace, seconded by Commissioner Ehreech. Motion carried 3 – 0.

3. ED News Item

   Moved to Executive Session at the end of the meeting.

   ED Decarreau requested Executive session based on the negotiation of a contract that would put WHA at a disadvantage.

   Commissioner Mace made a motion to enter executive session under 313A. Commissioner Ehrech seconded. Motion carried 3 – 0.

4. Review Meeting Procedure Document – Vote of Needed

   Tabled pending review by attorney.

5. Adopt Change to Personnel Manual

   Item removes any time off benefits from irregularly scheduled (per diem) employees.

   Motion to approve the change by Commissioner Mace, seconded by Commissioner Ehrech. Motion carried 3 - 0

6. Adopt Change to Tenant Charges Policy

   Commissioner Mace raised an issue with charging for air conditioners during the summer given climate change.

   ED Decarreau will review the policy and bring it back with revisions/

7. Approve Elm Street Transformer Project

   Staff explained that the project will likely take a few years to complete so that funding is secure and allows for other projects.

   Motion by Commissioner Ehrech, seconded by Commissioner Mace. Motion carried 3 - 0

8. Other Business

   ED Decarreau expend that we did not have our funding letter from HUD at this time, making the need for additional funding still in questions.

   Commissioner Mace noted the City meeting on the proposed development at the Armory taking place that evening at 6:30 and invited Commissioners to attend.

Commissioner Ehrech motioned to adjourn the meeting, seconded by Commissioner Mace. Motion carried 3 – 0.

Meeting adjourned at 5:22 pm