

WINOOSKI HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MINUTES OF AUGUST 5, 2020 REGULAR BOARD MEETING

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 Potvin at 4:13 P.M. Upon roll call those present and absent were as follows:

COMMISSIONERS PRESENT: Chair Potvin, Vice Chair and Commissioner Patricia Raymond, Commissioner Nicole Mace

COMMISSIONER ABSENT: Commissioner Robert Arnell, Commissioner Jay Lambert

OFFICERS PRESENT: Executive Director KR Decarreau

1. Approval of Agenda

Motion by Commissioner Mace: I move that the Agenda is approved. Second by Commissioner Raymond

Motion Passes 3 - 0

2. Approve Minutes of May 6 and June 3, 2020 meetings

Motion by Commissioner Mace, Seconded by Commissioner Raymond

Amended to note that the meeting was at 4:15 PM not AM

Motions passed 3 – 0 as amended.

3. Public Comment

No public in attendance

4. Update on Finances

Executive Director Decarreau reviewed the cash balances and the March 31, 2020 end of year budget report. Commissioner Mace noted that depreciation is not budgeted and as about the Capital draw. ED Decarreau noted that this was unedited and the capital draw was in question and that depreciation is not normally budgeted.

5. Update of Activities During COVID 19 Operations

In addition to the Board Notes, ED Decarreau noted that we were working with the tenants and Spring Gardens to prepare for the replacement of the elevator. This is made more complicated as the risk of exposure to COVID in hotels was beyond the control of WHA and that we could not control that risk. We have distributed a letter, called all of the tenants, and had SASH follow up with their clients. We continue to work on the issue.

6. RAD Update

See Board Notes

7. Approve Access Control Policy

ED Decarreau explained that there is a history of issuing keys to the exterior doors upon request. This presents a challenge to manage who has access over time as people move out and do not return keys.

This issue triggered the possible upgrade to an electronic system that would allow better handicap access as well as control over which devices were active.

The chair requested to table the discussion – with no objection the item was continued until September.

8. Discuss Winooski Challenge Grant

See Board Notes.

9. Discuss Admin Plan and Strategy Options

See Bboard Notes

10. Other Business - None

There being no further business, Commissioner Raymond moved to adjourn, seconded by Commissioner Mace. Vote 3 — O. The meeting was adjourned by Chair Potvin at 5:00 PM.

Respectfully Submitted,

KR Decarreau