

WINOOSKI HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING

4:15 P.M.

October 11, 2022

MINUTES

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

OFFICERS: KR Decarreau, Executive Director

Meeting Called to Order by Chair Potvin at 4:16

1. Approve Agenda

No changes

2. Approve Minutes of September 13, 2022

Motion By Commissioner Mace

Second by Commissioner Raymond

Motion Carries 5-0

3. Public Comment

No Public

4. Review of New Policies

a. Parking

See Draft Policy and Board Notes

Commissioner Raymond asked if there would be more spaces. ED Decarreau noted that at the moment, no lots were full. Commissioner Mace asked if the language was consistent with the lease. ED Decarreau noted that they were, but that as policies came up, we were reviewing and getting everyone into the same format. Commissioner Raymond asked where employees would park. ED Decarreau noted that there would remain at St. Stephens or at the Senior Center.

Commissioner Mace asked if the caregiver provision was in the lease. ED Decarreau noted that it was not, and placed the onus on staff to make spaces available when possible. Also asked whether showing registration and inspections were part of our

process. Commissioner Raymond noted that she had been asked to show her registration. ED Decarreau noted that it was a change in practice, not policy. ED Decarreau also noted that we are finding more cars in the lots that are not registered to tenants.

ED Decarreau noted that we have seen an increase in tenants having guests beyond their stay. HUD did not allow us to address the situation during the pandemic. ED Decarreau also noted an increase in unregistered, uninspected vehicles.

Commissioner Mace stated that she did not want searching for unregistered or uninspected vehicles to become a proxy for searching for unapproved tenants. ED Decarreau noted that no one had time to do that, but with winter coming, having cars that are not on our list presents an issue when trying to clear the lots as we cannot contact the owner.

Commissioner Raymond wants to see cars towed that are not moved when required for maintenance. ED Decarreau noted that the plow drivers have the phone numbers of everyone that has a car in the lot and makes calls to get them to move, and that we are now requiring everyone with a car to have a phone number on file in the robo-call system to be notified. (NOTE: The system has messages in the languages of our tenants, not just English.)

ED Decarreau noted that towing is the last resort and does not happen unless there are no options.

b. Storage

See Draft Policy and Board Notes

Commissioner Owen asked about whether we need to make clearer that a tenant can have no more than two units. ED Decarreau agreed to work on the language.

Commissioner Al Zubaidy asked if we could provide one unit free and charge for the second. ED Decarreau noted that we were not sure we could charge based on HUD rule, but we also don't want to commit to two units because we might not be able to meet that need.

c. Tenant Transfer

See Draft Policy and Board Notes

Commissioner Mace suggests that we include the definition of "entity".

5. FY 24 Annual Plan

See Handout

Commissioner Mace noted that she and Commissioner Al Zubaidy has an entrance into the Somali community for recruiting purposes.

6. Update on VERAP Ending

See Board Notes

The Board is generally supportive of using unrestricted funds to assist people in retaining housing by helping to pay back rent to keep folks housed.

ED Decarreau noted that there is still work to do to make this possible.

## 7. Other Business

ED Decarreau traveling to Boston next week to attend the Working Communities Challenge conference – run and paid for by the Federal Bank of Boston. ED Decarreau volunteered to chair the committee work in Winooski through 2023 in order to establish a committee and goals to respond to the Equity Survey that was done through the grant in 2021. The Board discussed the history and purpose of this work.

The Mayor has invited Becca Balint and Peter Welch into a meeting to talk about economic development. The purpose is to discuss the link between affordable housing, transportation, jobs. ED Decarreau will talk about the need to focus on building 3+ bedroom apartments rather than the single bedroom or efficiency units that are currently in the pipeline.

## 8. Adjourn

Motion By Commissioner Owen

Second by Commissioner Mace

Motion Carries 5-0