



Meeting of the
Winooski Housing Authority

Board of Commissioners

Meeting Date: June 25, 2026 4:15 pm

Meeting Place: 83 Barlow St Community Room or On Line. Please call by noon on June 25, 2026 for a link.

Minutes

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

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

CHC Board: Connor Daley, Chair; Erhard Manke, Member; Elise Durett

General Public: Theo Carr, Robert Johnson, Tamara Shoreham-Billiel

Chair Owen called the meeting to order at 4:17 pm

Introduction of new Commissioner Zahra Mohamed to fellow Board Members

1. Public Comment

Mr. Carr asked why the agenda had not been posted. ED Decarreau stated that it was posted on Tuesday evening or Wednesday morning. There is camera footage to verify this.

Mr. Carr asked who was the tenant representative. ED Decarreau noted that it was Commissioner Ehrech. Mr. Carr asked why they hadn't met. ED Decarreau explained that this was not the case, by that she would be invited to the barbeques.

Mr. Carr then asked why they had not met the new property manager. Director Hanley explained that he had been there less than three weeks and we being trained.

2. Approve Minutes

Motion to approve by Commissioner Ehrech, seconded by Commissioner Mace. Motion carried 4 - 0

3. Elect Officers

a. Chair

Motion to reappoint Commissioner Owen as Chair by Commissioner Mace, seconded by Commissioner Mohamed. Motion carried 3 - 0

b. Vice Chair

Motion to appoint Commissioner Mace as Vice Chair and Treasurer by Commissioner Ehrech, seconded by Commissioner Mohamed. Motion carried 3 - 0.

c. Treasurer

Same as Vice Chair according to bylaws.

4. Appoint Board for Franklin Elm and Spring Barlow Apartments

Item Tabled

5. Discuss Process to Replace Executive Director

Motion to accept the resignation of Executive Director Decarreu effective no later than April 30, 2027 made by Commissioner Mace, seconded by Commissioner Ehrech. Motion carried 4 - 0

Chair Owen described her process in reviewing this decisions with the WHA attorney. She noted that there is not a contract in place for the current ED. She presented the Board with a draft position description and details from a potential Search firm outlining the process. She acknowledged that the Chittenden Housing Corporation Board had a significant stake in this process and was sharing the in the process through its Chair, Connor Daley.

Chair Owen affirmed that the WHA Board is exclusively responsible for the hire, and that she is putting together a process, using a Search Firm, to engage stakeholders in the process.

Chair Owen proposed that she, Connor Daley, and Jazmine Hurley (the City's Housing Director) would form the core of the Search Committee. That group will select a firm and assist as they roll out the next step.

Commissioner Mace stated that we should follow the procurement process (which calls for three bids, not necessarily through a formal Request for Proposal process). The Board agreed in general.

Commissioner Mace moved that the Chairs of the two Boards (Mrnie Owen and Connor Daley) along with Jazmine Hurley from the City of Winooski shall be appointed as the Search Committee, that the committee will seek at least three bids before choosing a Search Firm. The committee will have the authority to run the hiring process with the firm. The committee shall also include seeking a broad range of input, including tenants and staff. Commissioner Ehrech seconded. The motion carried 4 - 0.

Chair Owen acknowledged what Vermont's Open Meeting Law will be honored when required. She also stated that no decisions will be made on how the process will work without the advice of the attorney and the Search firm.

6. Other Business

ED Decarreau noted that more money from HUD was awarded than expected and that staff were evaluating how to make sure funding remains in place with the first concern being the protection of vouchers currently awarded.

Commissioner Mace requested that ED Decarreau had a conversation with people in the room about how they can participate in the meetings and what is appropriate to bring up. ED Decarreau agreed.

Motion by Commissioner Ehrech to adjourn, seconded by Commissioner Mohammed.

Motion carried 4 – 0.

Meeting was adjourned at 5:15.