

**Burlington Housing Authority
Minutes from the Regular Board of Commissioner Meeting
October 31, 2023**

Call to Order of Regular Meeting

The Regular Meeting of the Board of Commissioners was called to order at 9:02 a.m. on October 31, 2023, via Zoom and in person at 245 Pine Street, Burlington, Vermont by Board Chair Mike Knauer. The following commissioners were present: Jane Knodell, Cheryl Fatnassi, and Bill Schrecker. Also in attendance were Executive Director Steven Murray, Director of Asset Management Jeffrey Metcalf, Director of Human Resources Melissa Farnham, Director of Property Management Susan Carp, Director of Rental Assistance Stephanie Bixby, Director of Building Operations Lisa McGonagle, and CFO Nicholas Hibbard.

1. Changes to the Agenda

No changes were made.

2. Forum: Resident of BHA Properties/General Public

Jessica Thompson, Marissa Darling, and Becky Rabin from BHA attended. Bob Collins a resident at Decker Towers was in attendance.

3. Board Action

a. September 26, 2023, Regular Meeting Minutes

Cheryl Fatnassi made a motion to approve the minutes, as presented. The motion was seconded by Bill Schrecker. There was unanimous approval of the motion.

b. Tenant Selection Policy Proposed Changes

Cheryl Fatnassi made a motion to approve policy changes, as presented. The motion was seconded by Bill Schrecker. There was unanimous approval of the motion.

c. 97-103 King Street Boiler Replacement

Cheryl Fatnassi made a motion to approve the boiler replacement, as presented. The motion was seconded by Bill Schrecker.

Jeff Metcalf gave an update on the boiler replacement project.

There was unanimous approval of the motion.

4. Executive Director Report

Steven Murray gave an update on work around a body camera policy and use of body cameras. He also gave updates on resident engagement. There was an update on camera security.

5. Consent Agenda

- a. Asset Management
- b. Housing Retention
- c. Human Resources
- d. Property Management
- e. Rental Assistance

Cheryl Fatnassi made a motion to accept the consent agenda. The motion was seconded by Bill Schrecker. There was unanimous approval of the motion.

6. Financial Report – September 2023

There was no discussion.

7. Executive Session – Legal Updates, Employment Contract, & Real Estate Transaction

Bill Schrecker left the meeting.

At 9:21am, Cheryl Fatnassi made a motion to enter Executive Session, inviting Steven Murray, Nick Hibbard, and Jeff Metcalf. The motion was seconded by Jane Knodell. There was unanimous approval of the motion.

Jeff Metcalf, Nick Hibbard, and Steven Murray left at various points.

Jane Knodell made a motion to come out of Executive Session at 10:35am. The motion was seconded by Cheryl Fatnassi. There was unanimous approval of the motion.

8. Other Business

