



# Winooski Valley Park District

**Ethan Allen Homestead**

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## **Minutes for July 20, 2021, Board of Trustees for Winooski Valley Park District**

The meeting began at 4:32PM. Meeting was held as a hybrid with both in person attendance at the WVPD offices at the Ethan Allen Homestead in Burlington, VT and with virtual option via Zoom.

**Present (in person):** Susan Gilfillan (Colchester), Sonja Schuyler (Jericho), Erin Dupuis (Winooski), Nick Warner (WVPD Executive Director), Lauren Chicote (WVPD Operations Manager).

**Present (via Zoom):** Aaron Keech (Burlington), David Crawford (South Burlington).

**Absent:** Jeffery Theis (Essex), Williston representative (position currently vacant).

**Public Comment Period:** None present at time of public comment.

**Agenda Changes:** No changes to the agenda were made. Dave Crawford informed the board of recent changes to his employment and availability for projects.

**Review and Approve Minutes from Previous Meetings:** The minutes for the June 15 meeting were reviewed. Susan Gilfillan motioned to approve the minutes, seconded by Erin Dupuis. Minutes were accepted unanimously. Dave Crawford abstained from the vote as he was not present at the June meeting.

**Review and Approve Financial Reports:** The financial report for FY21 through the month of June 2021 was presented to the Board, showing a net operating income deficit of -\$10,176.67. Dave Crawford asked about the status on having an audit or annual review. Lauren Chicote explained that WVPD will be conducting the annual 990's tax reporting for FY21 and will also consult with the accountant on an annual review, with a full audit planned for FY23.

The Treasurers report for June 2021 for the Ethan Allen Homestead Museum was reviewed.

**Director/Operations Manager Updates/Discussion:** Nick Warner updated the Board on several topics including Lauren Chicote's transition to Operation Manager; drafting of updated personnel policy to be reviewed by the board in sections starting this fall; WVPD planning to apply for Vermont Outdoor Recreation Economic Collaborative (VOREC) and Enhancement of Recreation Stewardship and Access (ERSA) Grants; and the hiring of a third maintenance crew member for the season.

**Resolution on Remy Crettol:** WVPD staff presented a resolution to the Board for acceptance recognizing and thanking former employees, Remy Crettol, for his time and service to WVPD. Remy accepted the position of District Manager for the Winooski Natural Resources Conservation District in May 2021. Susan Gilfillan motioned for the board to approve the resolution recognizing Remy Crettol for his work with WVPD, seconded by Erin Dupuis. The motion was accepted unanimously.

**Draft Easement for Derway Cove:** The board discussed the most recent draft of the Conservation Easement for Derway Cove provide by project partner and easement holder Lake Champlain Land Trust (LCLT) including having more flexible language regarding allowable

structures on the property, and language regarding the permitting and regulation of hunting. Comments will be sent to LCLT for review with final draft to be presented to the Board for approval.

**Annual Meeting – Appointment of Officers:** The Board conducted their annual meeting to elect board officers.

Current slate of Board officers:

Chair: Sonja Schuyler  
Vice Chair: Susan Gilfillan  
Secretary: John Nittler  
Treasurer: Dave Crawford

The following slate of officers were nominated:

Chair: Sonja Schuyler  
Vice Chair: Susan Gilfillan  
Secretary: Erin Dupuis  
Treasurer: Dave Crawford

Erin Dupuis moved to close the nomination, seconded by Dave Crawford, and unanimously accepted. Susan Gilfillan motioned to accept the nominated slate of officers for the next year, seconded by Erin Dupuis. Motion was accepted unanimously.

**Executive Session:** Erin Dupuis motioned for the board to enter executive session to discuss real estate matters which premature disclosure would disadvantage the Park District, seconded by Dave Crawford. The board unanimously entered executive session at 5:36PM. The board left executive session at 5:52PM with a motion from Susan Gilfillan, seconded by Erin Dupuis.

**Adjournment:** The meeting adjourned at 5:53PM.

**Next Meeting:** The date for the next meeting will be August 17, 2021, at 4:30 PM.

Meeting Minutes prepared by:

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Lauren Chicote, Operations Manager