



Winooski Valley Park District

Ethan Allen Homestead

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Minutes for September 20th, 2022, Board of Trustees for Winooski Valley Park District

The meeting began at 4:35 PM. Meeting was held virtually via Zoom.

Present (via Zoom): Susan Gilfillan (Colchester), Jeffery Theis (Essex), Sonja Schuyler (Jericho), Reid Willis (Williston), Nick Warner (WVPD Executive Director), Lauren Chicote (WVPD Operations Manager).

Absent: Erin Dupuis (Winooski), Burlington Trustee (currently vacant), David Crawford (South Burlington).

Public Comment Period: No one present from the public.

Agenda Changes: No changes were made to the agenda.

Review and Approve Minutes from previous meeting: Several minor corrections were made for clarification. Susan Gilfillan moved to accept the minutes with the corrections; seconded by Jeff Theis. Minutes were unanimously approved.

Review Financial reports: Lauren Chicote shared the financial report for FY23: July – August 2022. Still early in the fiscal year and the budget remains on track. WVPD has received member community allocations from Burlington, Colchester, South Burlington, and Williston as of the date of the report.

Lauren Chicote shared the treasurer report from the Ethan Allen Homestead Museum for the month of August. Admissions to the museum remain high and income was more than expenses for the month. The museum plans to include estimated rent (paid annually based on past years income) in monthly reports for improved budgeting and provide clearer financial picture.

Updates/Discussion on Projects: Nick Warner and Lauren Chicote briefly updated the board on the following projects:

- Riverwalk Improvements: Work on trail improvements and stair replacement on the Riverwalk Trail in Burlington continues and will be wrapped up this fall with another VYCC crew in early October.
- WVPD will be assisting the City of Winooski on contracted trail work at Memorial Park and Casavant Park this fall.
- Jacob parcel in Williston still in Development Review phase. Will be a priority in early 2023.
- No new update from Essex/City of Essex – waiting on November 8th vote for City of Essex to join as member community.
- WVPD will be applying for several grants through the Lake Champlain Basin Program (LCBP) and Recreation Trails Program (RTP). Currently have several open grants that will be the focus during the winter for implementation next summer – VOREC Wetlands Walk North; LCBP Signage.

- Burlington Wildways has taken on two AmeriCorps Members through the Vermont Housing and Conservation Board AmeriCorps Program to help with capacity building and programming. Wildways Director, Zoe Richards, received this year's Arthur Gibbs Award from the Vermont Natural Resources Council.

Discuss FY24 Budget: Nick Warner and Lauren Chicote presented a draft budget for FY24: July 1, 2023 – June 30, 2024. The board discussed the presented budget, impacts on various line items, and ensuring the budget meets WVPD financial needs with a growing parks and programs portfolio. The board suggested Nick Warner reach out to member communities to survey on what they are expecting for budget increases and to adjust the FY24 based on feedback. A special meeting to approve the FY24 budget was scheduled for Wednesday September 28, 2022, at 4:00pm.

Executive Session: Reid Willis motioned to move into executive session to discuss matters of real estate matters that the premature disclosure of could potentially damage WVPD. Susan Gilfillan seconded. The Board entered executive session at 6:08 PM. Susan Gilfillan moved to end executive session; Jeff Theis seconded. The Board left executive session at 6:50 PM.

Adjourn: Susan Gilfillan moved to adjourn, seconded by Jeff Theis. Meeting Adjourned at 6:51PM.

Next Meeting: The date for the next meeting will be October 18th, 2022, at 4:30 PM.

Meeting Minutes prepared by:

Lauren Chicote, Operations Manager