



Winooski Valley Park District

Ethan Allen Homestead

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Minutes for February 28, 2023, Board of Trustees for Winooski Valley Park District

The regular third Tuesday of the month meeting scheduled for February 21, 2023, was postponed due to last minute schedule changes and the board unable to achieve a quorum. Two guests were present at the February 21st meeting – Amelia Tarren and Peter Clark, residents of North Cove Road in Burlington. They expressed their appreciation for the restoration of Derway Cove, noting a large increase in wildlife presence at the site since the park was developed. They wanted to express their interest in being supportive and more involved with the Park District as neighbors.

The February 28, 2023, meeting began at 4:36 PM. Meeting was held virtually via Zoom.

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

Absent: David Crawford (South Burlington), Erin Dupuis (Winooski),

Public Comment Period: No members of the public present at time of public comment.

Introduction were made to new City of Essex Junction Trustee, George Tyler.

Agenda Changes: No changes to the agenda where made.

Review and Approve Minutes from previous meeting: the board reviewed the January 17, 2023, meeting minutes. Reid Willis moved to accept the minutes; Susan Gilfillan seconded. Minutes were unanimously approved.

Review Financial reports: Lauren Chicote shared the financial report for FY23: July 1 – January 31, 2023. Budget continues to remain on track. WVPD did have the unexpected cost of replacing the furnace in the Park District office this winter, which may cause overspending in the maintenance line of the budget. The board requested a more detailed report on the various grant showing WVPD's match commitment and total expense be presented at the March meeting.

The Ethan Allen Homestead Museum Treasurer Report was not available at the time of the meeting.

Director's Update and Updates/discussion on Jacob parcel in Williston: Nick Warner updated the board on the Jacob's parcel development in Williston. Due to the First Baptist Church tabling the planned housing development that would have included parking and easement access for a trailhead to the property, WVPD with support from the Williston Conservation Commission are now exploring alternative access points. So far responses from neighboring landowners have been positive about discussing alternative access points. WVPD will plan another site walk for residents, town officials, and board members in the spring.

Other updates presented by Nick Warner:

WVPD will be updating its Personnel Policy – started before the pandemic back in 2019 but was put on hold. WVPD staff have been in touch with Vermont League of City and Towns (VLCT)

for assistance in reviewing an updated policy. A draft will be presented to the board for approval section-by-section in the coming months.

A more detailed summary of projects completed and planned for the coming season as prepared by Parks Superintendent, Tim Larned, were presented to the board. The board suggested sharing these achievements in a press release or article in local papers and/or Front Porch Forum.

Executive Session: Susan Gilfillan motioned to move into executive session to discuss personnel matters that the premature disclosure of could potentially be detrimental to WVPD. George Tyler seconded. The Board entered executive session at 5:05PM. Susan Gilfillan moved to exit executive session; Reid Willis/Jeff Theis seconded. The Board left executive session at 5:34 PM.

Reid Willis motioned to move into executive session to discuss real estate matters that the premature disclosure of could potentially be detrimental to WVPD. George Tyler seconded. The Board entered executive session at 5:35PM. George Tyler moved to exit executive session; Susan Gilfillan seconded. The Board left executive session at 5:55 PM.

Adjourn: Jeff Theis moved to adjourn, seconded by Susan Gilfillan/Reid Willis. Meeting Adjourned at 5:56PM.

Next Meeting: March 21, 2023, at 4:30pm

Meeting Minutes prepared by:

Lauren Chicote, Operations Manager