



Winooski Valley Park District

Ethan Allen Homestead

Burlington, Vermont 05408

Tel: (802) 863-5744 info@wvdp.org www.WVPD.org Fax: (802) 865-0647



Minutes for September 19, 2023, Special Meeting of the Board of Trustees for Winooski Valley Park District

The meeting began at 4:30 PM. Meeting was held both in person at the WVPD offices at the Ethan Allen Homestead and virtually via Zoom.

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

Absent: Susan Gilfillan (Colchester), David Crawford (South Burlington), Bridget O'Brien (Winooski).

Public Comment Period: There were no members of the public at the meeting.

Agenda Changes: The FY25 WVPD Operations Budget discussion was moved up in the agenda head of reviewing financial reports and staff updates.

Review and Accept Minutes from previous meetings: The board reviewed the minutes from the regular August 15 meeting and the August 22 Special Meeting. Reid Willis moved to accept the August 22 Special Meeting minutes with corrections; Andrew Gregg/George Tyler seconded. The minutes were accepted unanimously. Jeffery Theis moved to accept the August 15 minutes; seconded by Reid Willis/George Tyler. The minutes were accepted unanimously.

FY2025 WVPD Operation Budget: Several drafts of an FY2025 budget were presented to the board for discussion. The board discussed the changing budgetary needs of the Park District with increased wage rates for seasonal staff, longer park maintenance season, potential new lands/park acquisitions, increased utility rates, and general increases in cost of supplies. The board discussed the need for a longer-term strategy for increasing the Park District's budget over time. Reid motioned to adopt a budget with a roughly 3% increase for member town allocations and directs the Executive Director to seek \$20,000 from other funding sources for the FY25 budget; Andrew Gregg/George Tyler seconded. Motion was unanimously approved.

Sonja Schuyler motioned to direct the Executive Director to develop a long-term funding strategy to address the Park District's increasing budget needs; Jeffery Theis seconded. Motion was unanimously approved.

Review and Accept Financial Reports: Lauren Chicote presented the July 1 – August 30, 2023, financial report for current fiscal year, FY24. It is still early in the new fiscal year, where expenses are more than income. WVPD will be sending invoices to member towns for FY24 allocations soon. WVPD did receive two grants for flood relief and recovery efforts: one from the Vermont Community Foundation for repairs to trail/park infrastructure; the other from the Lake Champlain Basin Program to cover personnel costs for flood repairs and recovery. Reid Willis moved to accept the financial reports; seconded by Andrew Gregg. The report was unanimously accepted.

Staff Updates: Nick Warner gave brief updates on several projects including continued flood response and repairs, Allen House and Barn roof projects, Jacobs-Krantz parcel walkthrough

being planned, Macrae bridge inspection and road work on the access road to Macrae Farm Park.

Adjourn: Reid Willis moved to adjourn the meeting, seconded by Andrew Gregg. The meeting adjourned at 5:26pm.

Next Meeting: October 17, 2023, at 4:30pm.

Meeting Minutes prepared by:

Lauren Chicote, Operations Manager