



Winooski Valley Park District

Ethan Allen Homestead

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Minutes for August 22, 2024, Annual Meeting of the Board of Trustees for Winooski Valley Park District

The meeting began at 4:32 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), George Tyler, (Essex Junction), Sonja Schuyler (Jericho), Larry Kupferman (South Burlington), Reid Willis (Williston), Bridget O'Brien (Winooski). **In Person at WVPD Office:** Susan Gilfillan (Colchester), Tim Larned (Parks Superintendent), Lauren Chicote (Operations Manager). **Guests:** Norman Smith.

Absent: Jeffery Theis (Essex), Nick Warner (Executive Director)

Public Comment Period: There were no members of the public present. Guest present to participate in later agenda item during Executive Session pertaining to a real estate matter.

Agenda Changes: The first Executive Session topic was moved up in the agenda to be discussed after 'Review and Acceptance of Financial Reports' to be respectful of guest's time.

Review and Accept Minutes from previous meetings: The Board reviewed the July minutes and noted one correction. Reid Willis moved to accept the July minutes with the correction, seconded by Susan Gilfillan/George Tyler. The July minutes were unanimously accepted.

Review and Accept Financial Reports: Lauren Chicote presented the July 1 – July 31, 2024, financial report for the new fiscal year, FY2025. It is early, only one month into the fiscal year, with expenses higher than income generated. The board asked if cash flow was a concern at this time of year due to not receiving annual payments from member communities. Lauren stated that it was currently not a concern and that invoices to member communities would be going out within the next month. The Board asked to be made aware if cash flow does become a concern. Larry Kupferman moved to accept the financial reports; seconded by Reid Willis/George Tyler. The financial reports were accepted unanimously.

Executive Session: The Board discussed the need to enter executive session and deemed it necessary as the discussion topic concerned real estate matter that has not been discussed in the public domain previously. Susan Gilfillan moved to find that premature general public knowledge regarding the real estate matter would clearly place the WVPD at a substantial disadvantage, because the Board of Trustees risks disclosing its negotiation strategy if it discusses the proposed contract terms in public; seconded by George Tyler. The motion was unanimously approved. Susan Gilfillan moved that the Board enter Executive Session to discuss real estate matters under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes; seconded by George Tyler. The motion was unanimously approved. The board entered Executive Session at 4:47pm.

Larry Kupferman moved to exit Executive Session, seconded by Reid Willis. The motion was unanimously approved. The Board exited Executive Session at 5:06pm. Susan Gilfillan moved for the Board to direct WVPD Executive Director, Nick Warner, to draft a letter to the Colchester Development Review Board stating that the Park District has received information on the option of donation for a parcel of land in Colchester and will work through its standard

review process for land donations/acquisitions and will provide a decision as soon as possible.

Norm Smith left the meeting at 5:07pm.

Staff and Operational Updates: Tim Larned updated the board on several topics and projects including flooding impact and recovery updates, impact from recent windstorms/downed trees at several parks, setbacks with mowing/maintenance due to wet summer and equipment repair delays, finishing RTP Grant on Colchester Pond trail improvements this fall, issues around the un-housed population at parks, Allen House repairs, and fall invasive management work. Susan Gilfillan suggested the board discuss at a future meeting the issue of the un-housed populations at parks to provide guidance and policy for staff.

The Board reviewed the draft information paper on WVPD's history that will be shared with member communities this fall. The Board will review the paper individually and provide feedback to staff. An updated draft will be reviewed and discussed at the September meeting.

Executive Session: The Board discussed the need to enter executive session and deemed it necessary as the discussion topic is the lease renewal with the Ethan Allen Homestead Museum which falls under real estate matters. Susan Gilfillan moved to find that premature general public knowledge regarding the real estate matter would clearly place the WVPD at a substantial disadvantage, because the Board of Trustees risks disclosing its negotiation strategy if it discusses the proposed contract terms in public. Larry Kupferman/George Tyler seconded. The motion was unanimously approved. Susan Gilfillan moved that the Board enter Executive Session to discuss real estate matters under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes; seconded by George Tyler. The motion was unanimously approved. The board entered Executive Session at 5:29pm.

Susan Gilfillan moved to exit Executive Session, seconded by Larry Kupferman/George Tyler/Andrew Gregg. The motion was unanimously approved. The Board exited Executive Session at 6:20pm.

Adjourn: Susan Gilfillan motioned to adjourn, seconded by Larry Kupferman. The motion was unanimously approved. The meeting adjourned at 6:21pm.

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

Meeting Minutes prepared by: Lauren Chicote, Operations Manager, August 23, 2024

Minutes Approved by WVPD Board of Trustees: September 19, 2024