



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 17, 2024, Annual Meeting of the Board of Trustees for Winooski Valley Park District

The meeting began at 4:33 PM. Meeting was held both in person at the WVPD Offices at the Ethan Allen Homestead and virtually via Zoom.

Present: Via zoom: Susan Gilfillan (Colchester), Jeffery Theis (Essex), George Tyler (Essex Junction), Sonja Schuyler (Jericho), Larry Kupferman (South Burlington), Bridget O'Brien (Winooski). **In Person at WVPD Office:** Reid Willis (Williston), Nick Warner (Executive Director), Lauren Chicote (Operations Manager).

Absent: Andrew Gregg (Burlington).

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

Agenda Changes: No changes to the agenda were made.

Review and Accept Minutes from previous meetings: The Board reviewed the August minutes. Susan Gilfillan moved to accept the August minutes, seconded by Larry Kupferman. The August minutes were unanimously accepted.

Review and Accept Financial Reports: Lauren Chicote presented the July 1 – August 31, 2024, financial report for the current fiscal year, FY2025. It is still early, only two months into the fiscal year, with expenses higher than income generated. Invoices to member communities for FY25 allocations were sent today, with payment expected to be received over the next few weeks. The Board asked clarifying questions on the budget, budget report format, town payment schedule, and grant process. Larry Kupferman moved to accept the financial reports; seconded by Reid Willis/George Tyler. The financial reports were accepted unanimously.

Staff Updates: Nick Warner gave brief updates on several projects including it being grant season with WVPD in the process of applying for several grants to support numerous projects; the Ethan Allen Homestead Education Center/Barn roof project; proposed canoe access in Essex; and the Jacobs parcel in Williston.

Review and Discuss Draft FY26 Operations Budget: The Board reviewed the first draft of the FY26 Operations Budget. The Board discussed increases to health and liability insurances, and contracted services, and their impact on the budget, along with clarifying questions on certain line items. An updated draft will be shared at the October Board meeting for further review and discussion.

Executive Session: The Board discussed the need to enter executive session and deemed it necessary as the discussion topic concerned real estate matters regarding a lease negation that has not been discussed in the public domain previously. Larry Kupferman moved to find that premature general public knowledge regarding the lease discussion 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; the motion was seconded by Susan Gilfillan. The motion was unanimously approved. Larry Kupferman then 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 Reid Willis/George Tyler. The motion was unanimously approved. The board entered Executive Session at 5:26pm.

Larry Kupferman moved to exit Executive Session, seconded by Susan Gilfillan/George Tyler. The motion was unanimously approved. The Board exited Executive Session at 6:10pm.

Adjourn: Susan Gilfillan motioned to adjourn, seconded by Larry Kupferman/Bridget O'Brien. The motion was unanimously approved. The meeting adjourned at 6:12pm.

Next Meeting: Special Meeting with anticipated executive session to continue the lease discussion will be held October 8, 2024, at 5:30pm. Next regularly scheduled meeting will be held on October 15, 2024, at 4:30pm.

Meeting Minutes prepared by: Lauren Chicote, Operations Manager, September 20, 2024.

Minutes Approved by WVPD Board of Trustees: Approved on October 24, 2024