



Winooski Valley Park District

Ethan Allen Homestead

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Minutes for October 24, 2024, 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: Jeffery Theis (Essex), George Tyler (Essex Junction), Sonja Schuyler (Jericho), Reid Willis (Williston), Bridget O'Brien (Winooski). **In Person at WVPD Office:** Larry Kupferman (South Burlington), Nick Warner (Executive Director), Lauren Chicote (Operations Manager).

Absent: Andrew Gregg (Burlington), Susan Gilfillan (Colchester)

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 September 17 and October 8 Special Meeting minutes. Reid Willis noted a typo on the October 8 minutes. George Tyler moved to accept both the September 17 and October 8 Special Meeting minutes with corrections to the October 8 minutes, seconded by Jeffrey Theis. The September 17 and October 8 Special Meeting minutes were unanimously accepted.

Review and Accept Financial Reports: Lauren Chicote presented the July 1 – September 30, 2024, financial report for the current fiscal year, FY2025. It is still early, only three months into the fiscal year, with expenses continuing to be higher than income generated. However, all expected member town payments have been received since the report date except for Jericho, as they pay in three installments throughout the year. Lauren Chicote reported that, while still early in the fiscal year, the budget is expected to remain on track – however, windows in the Education Center and WVPD office building at the Ethan Allen Homestead are being replaced (estimated \$16,000), and WVPD had to contract out tree removals at several parks already this year. These unexpected expenses could impact the Buildings Maintenance and Contracted Services budget lines for the year. 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 topics including a busy fall season for WVPD's work crew – the board expressed their appreciation of the WVPD staff and hard work being done; annual meetings with member community selector boards/city councils are being scheduled; and Great Lakes Fisheries Commission grant administration opportunity.

Review and Discuss Draft FY26 Operations Budget: The Board reviewed and discussed the updated draft of the FY26 Operations Budget. Questions on budget process and timing, grants income, where income can be increased, and minor changes to budget format were discussed. George Tyler moved to approve the FY26 Budget, seconded by Larry Kupferman. The budget was unanimously approved.

Executive Session: The Board discussed the need to enter executive session and deemed it necessary as the discussion topic concerned real estate matters that have not been discussed in

the public domain previously. Larry Kupferman moved to find that premature general public knowledge regarding the real estate matters would clearly place the WVPD at a substantial disadvantage, because the Board of Trustees risks disclosing its negotiation strategy if it discusses the real estate matter in public; the motion was seconded by Reid Willis/George Tyler. 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 Bridget O'Brien. The motion was unanimously approved. The board entered Executive Session at 5:37pm.

Larry Kupferman moved to exit Executive Session, seconded by George Tyler. The motion was unanimously approved. The Board exited Executive Session at 5:56pm.

Adjourn: George Tyler motioned to adjourn, seconded by Bridget O'Brien. The motion was unanimously approved. The meeting adjourned at 5:56pm.

Next Meeting: November 19, 2024, at 4:30pm.

Meeting Minutes prepared by: Lauren Chicote, Operations Manager, October 28, 2024.

Minutes Approved by WVPD Board of Trustees: