



Winooski Valley Park District

Ethan Allen Homestead
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Minutes for November 19, 2024, Board of Trustees for Winooski Valley Park District

The meeting began at 4:31 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), Susan Gilfillan (Colchester), Jeffery Theis (Essex), George Tyler (Essex Junction), Sonja Schuyler (Jericho), Larry Kupferman (South Burlington), Reid Willis (Williston), Bridget O'Brien (Winooski). **In Person at WVPD Office:** Nick Warner (Executive Director), Lauren Chicote (Operations Manager).

Public Comment Period: 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 October 24 minutes. A typo was noted under Staff Updates. Larry Kupferman moved to accept the October minutes with corrections, seconded by Reid Willis. The October minutes were unanimously accepted.

Review and Accept Financial Reports: Lauren Chicote presented the July 1 – October 31, 2024, financial report for the current fiscal year, FY2025. All expected member town payments have been received except for Jericho, as they pay in three installments throughout the year. Lauren Chicote reported that the budget remains mostly on track – replacing windows in the Education Center and WVPD office building at the Ethan Allen Homestead (estimated \$16,000), and the need to contract out tree removal this winter could impact the Buildings Maintenance and Contracted Services budget lines for the year. The board discussed the issue of underfunding from Winooski and what information will be presented to the City Council. George Tyler moved to accept the financial reports; seconded by Larry Kupferman. The financial reports were accepted unanimously.

Staff Updates: Nick Warner gave brief updates on several topics including:

Annual meetings with member community select boards/city councils: staff have met with Town of Essex, City of Essex Junction, and Town of Colchester already, with City of Winooski scheduled for early December.

Town of Essex canoe launch: WVPD is supporting the town in the planning process for a canoe launch off River Road.

Grants/Financial Support: WVPD received a capacity support grant from Watersheds United Vermont (WUV); a request was made to the City of Burlington's Conservation Legacy Fund for rebuilding of the Wetlands Walk North Boardwalk at the Ethan Allen Homestead; and a Planned Giving Fund was established on behalf of WVPD through the Vermont Community Foundation.

Executive Session: The Board discussed the need to enter executive session and deemed it necessary to continue a discussion concerning a 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 real estate matter in public; the motion was seconded by George Tyler. The motion was unanimously approved. Susan Gilfillan 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 Larry Kupferman. The motion was unanimously approved. The board entered Executive Session at 5:06pm.

Jeffery Theis moved to exit Executive Session, seconded by George Tyler/Susan Gilfillan. The motion was unanimously approved. The Board exited Executive Session at 6:01pm.

Adjourn: Susan Gilfillan motioned to adjourn, seconded by Jeffery Theis/Reid Willis. The motion was unanimously approved. The meeting adjourned at 6:01pm.

Next Meeting: December 17, 2024, at 4:30pm.

Meeting Minutes prepared by: Lauren Chicote, Operations Manager, November 22, 2024.

Minutes Approved by WVPD Board of Trustees: December 17, 2024