



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 December 17, 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), 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). **Absent:** Jeffery Theis (Essex).

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 November 19 minutes. A typo was noted under Staff Updates. Larry Kupferman moved to accept the November minutes with corrections, seconded by Susan Gilfillan/George Tyler. The November minutes were unanimously accepted.

Review and Accept Financial Reports: Lauren Chicote presented the July 1 – November 30, 2024, financial report for the current fiscal year, FY2025. It was reported that overall, the budget remains on track, except for anticipated overspending on the Buildings Maintenance line due to replacing windows in the Ethan Allen Homestead Education Center/Barn and WVPD office. Reid Willis moved to accept the financial reports, seconded by Larry Kupferman. The financial report was unanimously approved.

NRCS Contract Signing Authority for Tim Larned and Nick Warner: WVPD is working with the Natural Resources Conservation Service (NRCS) to receive grant funds of up to \$5,000 annually to support WVPD's work in improving the ecological condition of Ethan Allen Homestead and Colchester Pond Natural Area. NRCS grant guidelines requires the Board to give signing authority to Nick Warner and Tim Larned to complete the needed paperwork for the grant application and upon grant award to receive the funds. Susan Gilfillan motioned for the Board to authorized Nick Warner and Tim Larned to sign documents to accept funding from the NRCS for the purposes of work consistent with WVPD's mission and such authorization to last for one year. The motion was seconded by Larry Kupferman/George Tyler; the motion was unanimously approved.

Updates/Discussion on Town Meetings/Annual Presentations: Nick Warner updated the Board on the recent meeting with Winooski's City Council. Upcoming meetings include returning to Winooski in January, South Burlington's City Council, and Burlington Conservation Board to continue the discussion on funding for the Wetlands Walk North boardwalk. Nick also update the board on several grants/grant projects including CDBG for the Ethan Allen Homestead barn roof, VHCB feasibility study for the canoe launch in Essex, and several in-progress grant applications with the Lake Champlain Basin Program and 1772 Foundation for Allen House restoration work.

Executive Session: The Board discussed the need to enter executive session and deemed it necessary as the discussion topic concerned two a real estate matter that have not been discussed in the public domain previously. Susan Gilfillan moved to find that premature general public knowledge regarding the two 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 Larry Kupferman. The motion was unanimously approved. Susan Gilfillan then moved that the Board enter Executive Session to discuss two real estate matters under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes; seconded by Reid Willis. The motion was unanimously approved. The board entered Executive Session at 5:23pm.

George Tyler moved to exit Executive Session, seconded by Susan Gilfillan. The motion was unanimously approved. The Board exited Executive Session at 5:53pm.

Adjourn: George Tyler motioned to adjourn, seconded by Reid Willis/Susan Gilfillan. The motion was unanimously approved. The meeting adjourned at 5:54pm.

Next Meeting: January 21, 2025, at 4:30pm.

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

Minutes Approved by WVPD Board of Trustees: