



Winooski Valley Park District

Ethan Allen Homestead

Burlington, Vermont 05408

(802) 863-5744 info@wvdp.org www.WVPD.org



Minutes for April 15, 2025, Board of Trustees for Winooski Valley Park District

The meeting began at 4:31pm. Meeting was held both in person at the WVPD Offices at the Ethan Allen Homestead in Burlington and virtually via Zoom.

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

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 March 18, 2025, minutes. Sonja Schuyler noted two typos under Staff Updates. Susan Gilfillan moved to accept the March minutes with corrections to the typos, seconded by George Tyler. The March minutes were unanimously accepted.

Review and Accept Financial Reports: Lauren Chicote presented the July 1, 2024 – March 31, 2025, financial report for the current fiscal year, FY2025. The report included a projection for where the budget could be at the fiscal year-end. Lauren reported that projections indicate slight overspending with budgeted expenses, along with not receiving the expected budgeted income amount, resulting in an overall deficit in WVPD's general Operating Budget. However, with the 'other' non-operating income and expenses that includes reimbursable grant income WVPD is currently projecting a slight surplus. George Tyler moved to accept the financial reports, seconded by Reid Willis. The financial report was unanimously approved.

Staff Updates: Nick Warner provided updates on several projects including progress on Allen House restoration; Education Center Barn roof at the Ethan Allen Homestead being replaced later this month with City of Burlington CDBG funds; sprinkler system updates and repairs in the Education Center Barn; grant applications submitted to the Burlington Conservation Legacy Fund for shoreline mitigation at Mayes Landing and Derway Cove and Lake Champlain Basin Program Organizational Support for website updates; and water quality projects at Colchester Pond and Wolcott Family Natural Area. Nick also noted the next Board of Trustees meeting will be the boards Annual Meeting to be held in person on Tuesday May 20, 2025, at the Ethan Allen Homestead.

Executive Session: The Board discussed the need to enter executive session and deemed it necessary as the discussion topics concerned a real estate matter that has not been discussed in the public domain previously and a personnel matter regarding a contract. Susan Gilfillan moved to find that premature 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 discussed the real estate matter in public; the motion was seconded by George Tyler. The motion was unanimously approved. Reid Willis then moved that the Board enter Executive Session to discuss the 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 4:53pm. The Board then came out of executive session at 4:54pm to revise the motions for entering executive session to include the discussion topic of personnel matters regarding a contract. Susan Gilfillan moved to find that premature 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 discussed the real estate matter in public; and to find that premature general public knowledge regarding a personnel contract would clearly place WVPD and/or other parties involved at a substantial disadvantage, because the Board of Trustees risks disclosing confidential information regarding an employee's status with WVPD. The motion was seconded by George Tyler and unanimously approved. Susan Gilfillan then moved that the Board enter Executive Session to discuss the real estate and personnel 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 4:55pm.

George Tyler moved to exit Executive Session, seconded by Susan Gilfillan. The motion was unanimously approved. The Board exited Executive Session at 5:35pm. No actions were taken in Executive Session.

Adjourn: George Tyler motioned to adjourn, seconded by Reid Willis. The motion was unanimously approved. The meeting adjourned at 5:36pm.

Next Meeting: May 20, 2025, at 4:30pm – WVPD Board of Trustees Annual meeting in the WVPD offices at the Ethan Allen Homestead in Burlington.

Meeting Minutes prepared by: Lauren Chicote, Operations Manager, April 16, 2025

Minutes Approved by WVPD Board of Trustees: