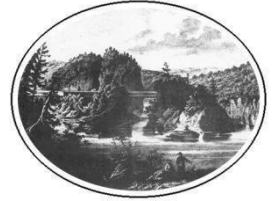




Winooski Valley Park District

Ethan Allen Homestead
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DRAFT

Minutes for May 12, 2026, Board of Trustees for Winooski Valley Park District Annual Meeting

The meeting began at 4:40pm. Meeting was held both in person at the Ethan Allen Homestead in Burlington and virtually via Zoom.

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

Guest (via zoom): Michael G.

Public Comment Period: No members of the public participated during the public comment period. Michael G. did not participate in any portion of the meeting.

Review and Accept Minutes from previous meetings: The Board reviewed the minutes from March 10, 2026, regular meeting; April 20, 2026, regular meeting; April 29, 2026, special meeting; and May 4, 2026, special meeting. Minor corrections were noted in the April 20 minutes. Larry Kupferman/Reid Willis moved to accept the minutes from March 10, April 20 with corrections, April 29, and May 4; seconded by George Tyler. The minutes were unanimously approved.

Review and Accept Financial Reports: Lauren Chicote presented the financial reports for July 1, 2025 – April 30, 2026, for FY2026. The financial reports included year-end projections which are currently showing WVPD will end the fiscal year with a surplus. Susan Gilfillan asked clarifying questions regarding the year-end projections and Profit & Loss report that accompanied the financial report. Susan Gilfillan moved to accept the financial reports, seconded by Larry Kupferman. The financial reports were unanimously accepted.

Staff Updates: WVPD needs to replace one of its current work trucks and is looking into purchasing a used electric truck as a replacement. The Board discussed setting policies around requiring Board approval for entering into a loan agreement, and threshold for board approval for larger expenditures. George moved to authorize the WVPD Executive Director to acquire and negotiate a loan of up to \$25,000 for the purchase of an electric truck; second by Reid Willis. The motion was unanimously accepted.

Nick Warner updated the Board, and the Board discussed a potential land donation in Colchester from the Wolcott Family, and an update on the Jacobs Parcel in Williston.

Election of Officers: The board discussed the election of board officers.

Current Board Officers:

Chair – Sonja Schuyler
Vice-Chair – Susan Gilfillan

Treasurer – Larry Kupferman
Secretary – George Tyler

After 17 years Sonja Schuyler will be stepping down as Board Chair but plans to remain on the board as the Jericho representative. George Tyler nominated Susan Gilfillan to serve as Chair, seconded by Reid Willis/Jeffrey Theis. Susan Gilfillan nominated Reid Willis to serve as Vice-Chair, seconded by Larry Kupferman. The following slate of officers was proposed for nomination:

Chair – Susan Gilfillan
Vice-Chair – Reid Willis
Treasurer – Larry Kupferman
Secretary – George Tyler

Catherine Bock moved to accept the proposed slate of officers, seconded by Jeffrey Theis. The slate of officers was unanimously approved.

Executive Session: The Board discussed the need to enter Executive Session and deemed it necessary as the discussion topic is a continuation of previous discussions relating to a real estate matter that has not been previously discussed in the public domain. Reid Willis moved to find that premature general public knowledge regarding the real estate matter would clearly place 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 and unanimously accepted. Susan Gilfillan then moved that the Board enter into Executive Session to discuss the real estate matter under the provisions of Title 1, V.S.A. Section 313(a)(1)(A) of the Vermont Statutes. The motion was seconded by Reid Willis and unanimously approved. The board entered Executive Session at 5:35pm. Michael G. was removed from the zoom meeting – they did not participate in any discussion during the meeting or identify their reason for joining the meeting.

The Board exited Executive Session at 5:56pm with a motion from Larry Kupferman, seconded by George Tyler.

Susan Gilfillan moved that the WVPD Board of Trustees authorize the expenditure of a \$12,000.00 non-refundable deposit towards the purchase of 3177 + 3181 North Avenue in Burlington, VT, subject to a 90-day period to perform due diligence and the review of WVPD attorney Ed Fitzpatrick. The motion was seconded by George Tyler and unanimously approved.

Other Business: The Board expressed their appreciation for Sonja Schuyler and her many years of service as Board Chair.

Adjourn: Larry Kupferman motioned to adjourn, seconded by Reid Willis. The motion was unanimously approved. The meeting adjourned at 5:58pm.

Next Meeting: June 9, 2025, at 4:30pm

Meeting Minutes prepared by: Lauren Chicote, Operations Manager, May 13, 2026.

Minutes Approved by WVPD Board of Trustees: