



Winooski Valley Park District

Ethan Allen Homestead

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DRAFT

Minutes for September 17, 2026, Board of Trustees for Winooski Valley Park District

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

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

Absent: Burlington representative.

Public Comment Period: No members of the public participated during the public comment period.

Review and Accept Minutes from previous meetings: The Board reviewed the minutes from the August 11, 2026, meeting. George Tyler motioned to accept the minutes from the August 11, 2026, meeting seconded by Larry Kupferman. The August 11, 2026, minutes were unanimously accepted.

The Board then reviewed the minutes from the August 25, 2026, Special Meeting. Larry Kupferman motioned to accept the August 25, 2026, Special Meeting minutes, seconded by George Tyler. The August 25, 2026, Special Meeting minutes were unanimously accepted.

Review and Accept Financial Reports: Lauren Chicote presented the financial reports for July 1, 2026 – August 31, 2027, for fiscal year FY2027. It is still early in the fiscal year, but the budget remains on track. WVPD has received payments from most of its member communities. Larry Kupferman moved to accept the financial reports, seconded by George Tyler. The financial reports were unanimously accepted.

Staff Updates: Nick Warner shared update on several topics including contracted work being done with the Town of Williston; Catherin Bock officially resigned from the Board as the City of Burlington representative. The City is currently recruiting for a new representative; financial improvement consulting work with Dave Dore of Structural Integrity and Mary Stuessy of Grasp Bookkeeping; WVPD's participation in the Friends of the Winooski River Community Liaison grant with the City of Winooski; and the Community Development Block Grant for improvements to the barn at the Ethan Allen Homestead – work anticipated to begin late fall/early winter.

Updates on EAHM Lease: Susan Gilfillan updated the Board on conversations with the Ethan Allen Homestead Museum's Board Chair regarding updating the operating agreement/lease between WVPD and the EAHM. Next steps will be determining the museums portion of insurance coverage and establishing an extension to the current agreement to work under while negotiating the next level of the agreement/lease. This will be a continued discussion topic at future meetings.

Discussion/Updates on Annual Member Town ‘Ask’ & FY28 Draft Budget: The Board reviewed a draft budget for Fiscal Year 2028 (July 1, 2027 – June 30, 2028). The Board discussed ways to lower the percent increase over current the fiscal year for member communities with a goal of keeping the percentage increase to between 3 – 3.5%. A finalized draft will be approved at the October Board meeting.

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 transaction that has not been previously discussed in the public domain.

Larry Kupferman moved to find that premature general public knowledge regarding the real estate transaction 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 Reid Willis and unanimously accepted. Reid Willis then moved that the Board enter into Executive Session to discuss the real estate transaction under the provisions of Title 1, V.S.A. Section 313(a)(1)(A) of the Vermont Statutes. The motion was seconded by Larry Kupferman and unanimously approved. The board entered Executive Session at 5:17pm. At this time, it was announced that members of the public needed to leave the meeting; Michael Miller was removed from the zoom meeting after being given time to leave on their own.

The Board exited Executive Session at 5:44pm with a motion from Larry Kupferman, seconded by George Tyler.

Larry Kupferman moved for the Board of Trustees to authorize Executive Director, Nick Warner, to execute necessary contracts and easements to complete the purchase by WVPD of the property known as the Auer Family Boathouse. The motion was seconded by Jeffrey Theis and unanimously approved.

Discuss Next Trustee Meeting Date and Agenda: The next Board of Trustees meeting will be held on Tuesday October 13, 2026, at 4:30pm. Discussion of the EAHM Lease and approval of the FY2028 Budget will be on the agenda.

Adjourn: George Tyler motioned to adjourn, seconded by Reid Willis. The motion was unanimously approved. The meeting adjourned at 5:50pm.

Next Regular Meeting: October 13, 2026, at 4:30pm

Meeting Minutes prepared by: Lauren Chicote, September 21, 2026.

Minutes Approved by WVPD Board of Trustees: