



Winooski Valley Park District

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Board of Trustees
Minutes of the Meeting
September 19, 2017
The meeting began at 4:35 PM.

Present: Susan Gilfillian (Colchester), David Crawford (South Burlington), Tom Malinowski (Essex), Sonja Schuyler (Jericho), Nick Warner (Executive Director), Rita Dessau (Williston) Aaron Keech (Burlington) Lauren Chicote (Programs Director).

Absent: Erin Dupuis (Winooski)

Minutes: Minutes of August 15 meeting were reviewed, with one recommended correction, and then accepted unanimously.

Public Comment Period: No members of general public were present.

Agenda changes: None were requested.

Financial Reports:

Please see WVPD budget report of Sept 12, 2017, the WVPD FY2019 Budget Overview, and the WVPD FY 2019 Operating Budget.

EAHM financial report was not available at the meeting, because the WVPD bookkeeper had a family emergency that postponed her service until Sept 20. Members of the board expressed concern that specific, up-to-date figures were not currently available. It was suggested that EAHM budget be a priority to the general WVPD budget in future, in order to better inform decision-making.

WVPD Monthly budget report was presented up to Sept 18, 2017. The revenue/expenses from the South Burlington contract was reported as enterprise income in the non-operating budget section, not in the general budget.

The revenue, expenses, and employee benefits for actual 2017, budgeted 2018, and proposed 2019 were reviewed and discussed. Level funding is planned for 2018. For 2019, proposed revenue is \$379,550, expenses for 2019 are projected to \$239, 250, and 2019 projected employee benefits are \$63, 350. Sonja asked if rental charges of caretaker housing should be increased in future. Nick replied that the rentals are defrayed by the service that the caretakers provide, which includes skilled and tactful enforcement of park rules. Retention of these employees becomes an issue if rental cost is raised. Dave recommended that a fourth column in the report be added, to show whether the figures represent increase, decrease, or no change. It was moved to accept the Fiscal YEAR 2019 Operating Budget results, with the format addition

reporting direction of change. This was seconded, and unanimously accepted. Susan moved to thank Lauren and Nick for their work in successfully putting together the projected 2019 budget. This move was seconded and unanimously passed.

Large Shelter Rental Request: Please see “Information for Board about Large Wedding Request.” There is a request for holding a wedding ceremony (minus reception) on Sept 1, 2018 for 190 people. This exceeds maximum guideline of 65 people for shelter rentals, and would be held in front of the Allen House, during museum hours. The board members advised that a security deposit be obtained, that trash and Port-o-let management be planned; that it be agreed to have Dan O’Neil of the EAH Museum enforce the rules. Susan moved that the WVPD permit its staff to enter a one-time-only contract with the bridal family, subject to review and acceptance by the EAH board. This was seconded and passed unanimously.

Executive Session to discuss real estate acquisition: It was moved to enter executive session at 5:52 PM. This was seconded and passed unanimously. At 6:13 PM, it was moved, seconded, and passed to exit executive session.

Discussion regarding Williston and Mud Pond: Nick plans to meet with the Williston Conservation Commission on Sept 20 to present a possible solution to the problem of Williston’s reluctant continued participation in WVPD, despite only having 8 acres of parkland within Williston borders. Williston questions if the funding formula is fair, because it is based partly on the grand list. Nick plans to offer to have the 141-acre Mud Pond Conservation Area ownership be transferred from the town of Williston to the WVPD. This would enable the WVPD to take on some of the management issues presented by that property, such as the heavily-used parking area, and thus allow more town resources to be devoted to the other town properties. The Mud Pond Conservation Area has high ecological value, which is consistent with the goals of the WVPD. If this would occur, there would be the customary revisionary clause in the contract, which would allow the property to revert back to the town of Williston if at any point. The property was not managed according to the qualifications set in the contract. Susan moved to authorize Nick to propose acquiring Mud Pond Conservation Area from the town of Williston. This was seconded. Dave stated that we would still be needing to examine alternatives to the current funding formula, however. Susan stated we still must finish the Castleton survey of the public and use our consultant Katherine Decarreau to plan implementing its results. The survey is still available online until the end of 2017. The board voted unanimously to authorize Nick to propose acquiring Mud Pond Conservation Area.

Next Meeting: EAHM/WVPD Joint Board Meeting: to be held in EAHM tavern, Tuesday October 17, 2017 at 4:30 PM.

Adjournment: It was moved, seconded, and passed to adjourn at 6:50 PM.

Respectfully prepared & submitted by,

Rita Dessau, Williston Trustee
Secretary