



Winooski Valley Park District

Ethan Allen Homestead
Burlington, Vermont 05408

Tel: (802) 863-5744

Email: info@wvdp.org

www.WVPD.org

Fax: (802) 865-0647



Board of Trustees

Minutes of the Meeting

October 18, 2016

The meeting began at 4:35 PM.

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

Absent: Former Winooski representative Andrew Bolduc has now moved to Burlington.

Acceptance of minutes: Minutes of September 20, 2016 were reviewed, and board members recommended some amendments. The minutes were accepted as amended.

Public Comment Period: No guests were present at the comment period.

Additions to meeting agenda: Susan requested that our budget be clarified about why the employee benefit section has decreased this year.

Financial Reports: Ethan Allen Homestead budget shows an unusually robust income of \$20,009, which is ascribed to careful management and to increased use this season of dry, warm weather.

WVPD budget is being reorganized into new charted accounts, with tracks in Quickbooks. As a result, more than one budget version has been offered this month. The Sept 30, 2016 shows a net income deficit of \$64,398, but this is because the only member community income so far is partial payment from Jericho and Colchester. Most of the towns will pay their support later this year. Dave moved that we review and accept the financial reports. This was seconded and passed.

Proposed South Burlington Contract Billing Rates: See "Agreement Between the Winooski Valley Park District and the City of South Burlington For Natural Area Maintenance and Project Management Services." The text portion of the contract has been approved by all parties. Specific time and materials billing amounts are presented for review by the board. Tom Hubbard of South Burlington City Council proposed an hourly wage calculation for WVPD billing: hourly wage + FICA + 50%. Nick presented the results of this calculation for staff time of 5 positions, plus the mileage reimbursement, to South Burlington City Council on October 17. It was approved by them. WVPD lawyer Ed Fitzpatrick reviewed the proposed contract, and approved it. Susan asked about personnel issues such as increased health insurance coverage for these employees. Nick clarified that since these would be employed for the contract only during "shoulder season," it would not increase health benefits. If the contract is extended to next year, and if more personnel were required in spring, the staff billing would need to be revamped. Most of the hours to be billed this autumn would be for the crew leader Ben Waters, and for the WVPD seasonal crew. Susan moved to approve the contract, including

the time billing formula. The motion was seconded and passed.

AALV Hoop House Proposal: See letter Oct. 12, 2016 from Alisha Laramée of AALV to Nick Warner. It proposes that New Farms for New Americans construct a hoop house (greenhouse) next to their tool shed, in order to extend their growing season. It would be made of hoops supporting heavy transparent plastic. Three trees, about 40 ft. tall, would need to be removed, and some grading of soil needed. It would be screened from EAH by being in lowland, and behind a sumac hedgerow. It would not have any flooring or foundation, but would have 2 end-cap walls constructed. Water and power access would be required. It might have some partial heating. Nick stated that our charter requires that all agriculture on the site be for educational, and not commercial purposes. Susan suggested that the plan for the hoop house include specific outline of maintenance steps, and for deconstruction of the house, if necessary. The current proposal is still in preliminary stages, before any grant money has been received. Nick stated that further discussion would be needed about such issues as aesthetics, parking and insurance.

Directors Updates/Town Meetings/Property acquisition: Nick has reported at the Colchester and South Burlington meetings, and the other member towns are being scheduled. He has met once, and had 2 phone conferences with the owner of Rivers End Marina, who bought it in 1963, and still lives there despite being on flood plain. Nick has discussed various options, such as creating a lifetime estate and converting the marina to a co-op. The Lake Champlain Land Trust may be involved. Our Burlington board member Aaron, Nick, and the marina owner's lawyer may meet to further discuss conservation options. Nick has also met with Mrs. Tomasi, owner of the 79.8 acre parcel at 519 Ethan Allen Parkway. It is mostly floodplain, and not useable for farming. If it would ever be conserved, the Episcopal Diocese would be interested in leasing it for education purposes. VT Land Trust might buy the land. The board members and executive director support the efforts toward creating a conservation easement there.

Long Range Planning: Sonja suggested we devote a board meeting to this topic as a workshop, hopefully in January.

Drone Policy: The National League of Cities publication is identifying city zoning boards as the appropriate sources of regulation regarding flying of drones. The state legislature determined that it would not be able to pass appropriate laws. We will look to the city of Burlington to amend their zoning ordinances to state where drones cannot take off, land, or operate.

WVPD Budget Clarification: Susan's question about why the employee benefit cost had decreased this year, was answered by Lauren. Tim Larned canceled his medical insurance through WVPD and went on his wife's plan, which decreased WVPD benefit expense.

Adjournment: Sonja proposed adjournment at 6:13 PM. This was seconded and passed.

Next Meeting: November 15, 2016 at 4:30pm

Respectfully prepared by,

Rita Dessau, Secretary