



Winooski Valley Park District

Ethan Allen Homestead

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Minutes for May 19, 2020 Board of Trustees Meeting for Winooski Valley Park District

The meeting began at 4:36PM. Meeting was held via conference video call (Zoom) due to the current situation regarding the coronavirus, COVID-19. WVPD offices are closed until further notice.

Present via conference call: Sonja Schuyler (Jericho), John Nittler (Williston)(Joined at 4:48pm), Susan Gilfillan (Colchester), David Crawford (South Burlington), Aaron Keech (Burlington), Nick Warner (WVPD Executive Director), Lauren Chicote (WVPD Programs Director)

Absent: Erin Dupuis (Winooski); “To be Named” Essex Trustee.

Public Comment Period: No public was present at the time.

Agenda Changes: No changes were made to the agenda.

Review and Approve minutes from April 21, 2020 board meeting: Minutes for all meetings were approved and accepted unanimously with no changes.

Financial Reports for WVPD: Financial reports were reviewed by the board. Nick and Lauren gave updates on financial situation including expected year projections. While WVPD expects to not have a surplus at the end of the fiscal year, due to decreased revenue from education and camp programs, the budget is on track as expected for this time of year. All expected member town payments have been received for FY20. Dave Crawford moved to accepted the report, Susan Gilfillan seconded; the financial reports were unanimously approved.

Updates on Derway Cove, Wolcott Family Natural Area, Park Maintenance, Operations:

Nick gave updates on the following projects:

- Derway Cove: The plant stock of native trees and shrubs has been ordered, paid through by a grant received to support the re-naturalization of the site. WVPD and Lake Champlain Land Trust staff will work together to plant the trees (while adhering to physical distancing and safety regulations). A contractor will be installing a ramp for canoe and kayak access. The hope is to officially open the park after the trees are planting as they will help to delineate the parking area.
- Wolcott Family Natural Area: The needed improvements to the driveway are expected to be completed early this summer. Once completed the park will be able to be opened.
- Parks Maintenance & Operations: Remy Crettol & Tim Larned have been working hard to maintain trails and parks. Improvements have been made at Colchester Pond and mowing has begun. Currently, due to the unknow financial situation of the coming fiscal year because of

the impact of COVID-19, WVPD is not planning to hire the normal seasonal crew. Tim and Remy will focus primarily on park maintenance for the coming season. Nick and Lauren will be focused on operations, with Lauren taking over bookkeeping and financial responsibilities. Prior to the pandemic, WVPD had hired consultant, Brian Pine, to assist with an operations analysis for the Education Center building. With the onset of the pandemic, Brian's focus shifted to assisting WVPD, the Burlington Forest Preschool, and the Ethan Allen Homestead Museum with COVID-19 recovery resources. WVPD will receive a technical support grant from the Vermont Housing & Conservation Board (VHCB) to support Brian's time.

Discussion on response to impacts of COVID-19 and WVPD: Nick gave an update on the impact of COVID-19 and general operations for the Park District, Burlington Forest Preschool, and Ethan Allen Homestead Museum (EAHM). The Burlington Forest Preschool is planning to open by mid-June under the operation recommendations put out by the state for child care providers. The EAHM plans to open in July with significant modifications. WVPD has been working closely with the Directors from both organizations to develop the required returned to work safety plans.

Nick also gave an update on conversations he has had with several member town officials regarding upcoming FY21 budget and COVID-19 impacts. Each town is different, but all are expecting a decrease in revenue over the coming months that will impact their FY21 budgets. Nick will be staying in communication with officials from the towns to assess the impact to WVPD.

Adjournment: The meeting adjourned at 5:38 PM.

Next Meeting: The date for the next meeting will be June 16, 2020 at 4:30 PM via Zoom.

Meeting Minutes prepared by:

Lauren Chicote, Programs Director