

**JERICHO UNDERHILL PARK DISTRICT
MINUTES
9/4/19**

Board Members Present: Suzanne Graham, Jim Massingham, Livy Strong, Carol Smith, Dave Williamson

Board Members Absent: Judie Jones

Guests: Anton Kelsey

1. Livy called the meeting to order at 7:00.
2. Public Comment:
 - a. Anton Kelsey teaches Environmental Chemistry at MMU. He wants to do a class project, Interactive Nature Walk at the park this semester. The class would divide the park into sections and highlight environmental interest points with some sort of educational presentation at each learning station. Part of the project includes cleaning up when the class is finished.
 - (1) Livy moved to approve Anton's project. Suzanne seconded. Motion approved.
3. Review of Minutes: Carol moved to approve Aug 21 minutes. Dave seconded. Motion approved
4. Financial Report
 - a. We reviewed the report of the Treasurer:

Community Bank	\$26,505.46
NEFCU	<u>\$64,288.91</u>
	\$90,794.37
 - b. Jim moved to approve the report. Suzanne seconded. Motion approved.
5. Budget
 - a. Livy reviewed the budget development time line. Following are the significant dates to plan on:
 - (1) October 2 - finalize the budget
 - (2) November 1 - send the draft budget to Jericho and Underhill select boards.
 - (3) November 20 - annual budget hearing.
 - (4) January 15, 2020 - JUPD annual meeting.
 - b. Carol did quite a bit of research and learned that the bridge weight limit is really around 20,000 lbs. This weight limit will accommodate an ambulance taking some of the pressure off the board to create a service entrance to the park.
 - c. One important budget question is when we will repair the covered bridge: Given the recommendation from Blow and Cote after recent structural repairs that the structural side and roof trusses will need to be replaced in 3-5 years. FY20 or FY21 were suggested for repairs. There are several known complications in FY20.
 - (1) Suzanne Moved to repair the bridge in late summer of FY21. Dave seconded. Motion approved 4-1. Bids should go out next fall.
 - (2) Carol will contact Blow and Cote to determine if they can help us develop bridge repair specifications and how much this will cost.
 - d. Carol reported that the negative number in the budget line for Grant Reimbursement (-\$20,000) was included at the urging of VLCT last year.
 - e. Good progress was made. Carol will make adjustments for our next meeting.
6. Park Management
 - a. Livy reported on park usage for the month of August: 17,230 park visits, 277 per day.
 - b. Ann has resigned from her position on the board. We now have a vacancy for a Jericho seat.
 - c. Livy will advertise for snow plow bids. Bids will be opened on Oct. 2.
7. Jim moved to adjourn. Dave seconded. Motion approved. Meeting adjourned at 8:20.

Respectfully submitted
Jim Massingham