



Jericho Underhill Park District

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Jericho Underhill Park District
MEETING MINUTES
04/17/2024

Board members present: Donna Pratt, Livy Strong, Chris Tardie & Dave Williamson

Board members absent: Bruce Blokland, Kim Spaulding

Guests present: Paula VanDeventer

1. Livy called the meeting to order at 7:00 p.m.
2. **Public comment.** No public comment
3. **Review of minutes.** Minutes for the 4/03/24 meeting - Livy moved to *approve*, Chris 2nd, Motion Approved.
4. **Financial Report.** No change reported this meeting
5. **Park Management.**
 - A. Update on culvert & trail work: Bruce reported, via email to Livy, that Culvert #1 will be relatively easy whereas Culvert #2 will be a bit more complicated. A 30" diameter is recommended for this culvert. Trails will be closed for this work, and should take about a week. Signage will have to be posted. Bids for the job are due by April 26th. Bruce will also be in contact with Greg to determine when trail work will start this Spring. Trail grant for East Fieldstone Loop was denied.
 - B. Update on Parking Lot: Chris will try to connect with Chris Poley to get a scheduled date for completion of the parking lot and drainage system (dry well cover and protection of dry well area.
 - C. Picnic tables: Dave will assess the fields to recommend a date to get them dispersed around the park. Be ready to help if you can!

- D. “Dog Issues” We are waiting for the *Task Force* to find a date where everyone can meet. The group will include both the town administrators, both the town ACOs, and Patty Richards (Und). Livy and Chris will also look to attend.
- E. Post Eclipse Update: Livy reported there were only small parking problems otherwise it was a great day at the park for eclipse viewers.
- F. “People Counters” Chris replaced batteries on both units but they are still not working correctly. More fine-tuning needs to be done.
- G. Athletic Fields Update: Chris moved to accept the proposal from Lance Fournier (option #3) for fertilizing the athletic fields. Dave 2nd. Motion Approved. Dave will contact Lance to get a starting date for the work.
- H. “Spring Work Day”: May 3rd MMU students will be directed to work on cleaning up the trails, as well as lay out compost material at the front entrance, wooden flower buckets, and butterfly garden. Donna will contact the local Pony Club for the compost. On May 4th (Green Up Day) we hope that Cub Scout Pack 620 will work their magic and help neaten up the park. Nothing formal from the Pack yet. Xavier Richardson continues to work on his Eagle Project. Livy passed along the Wildlife Sign that was to be restored as part of his project.
- I. Gordon Ham and members of the local “Geo Cashe” group will be doing some trail work on April 27th. They will report back as to what work was accomplished.
- J. Mowing Bids: Bids for the 2024 mowing season were opened. The following companies offered bids: BIG RED Outdoor Services (\$16,810), Mike Stromme (\$9,360), and Kings Property Maintenance (\$15,280). Chris moved to approve Mike Stromme’s bid. Dave 2nd. We still have not seen any movement regarding a check sent out to Mike for last year’s services. Chris will follow up on “payment rulings” w/ Vt. Sec. of State if this situation continues. Donna will adjust the mowing budget to reconcile the books until we have a solution. She will try to contact Mike for clarification.

6. **Other Business.**

- A. The settlement pond will need to be cleaned out and the drain inspected. A budget of up to \$1,200.00 will be available for the work. Chris, Dave, and Livy will meet at the park to look over the settlement pond, and to inspect and assess the out-flow pipe in the big pond.
- B. Pavilion roof needs repair (shingles) up by the cupola. The small ramp on the side of the Pavilion needs to be looked at and rehabbed.
- C. Vendor Policy will need to be looked at next meeting so we can vote on this issue.

7. **Events.**

- A. Spring soccer program will be starting the week of April 29th. Dave will talk to Emmet

regarding parking issues including *No Parking* on Balch Drive. Dave will also evaluate future field needs and repairs and discuss with Lance F. Fairfax SC will be sharing the large field with Mt Mansfield SC. Proper paperwork, fees,

- B. Essex Middle School Trout Release program has requested use of the park sometime in May. Livy will be in touch with Laurie (classroom teacher) regarding date, paperwork fees.
8. **Board Vacancy.** At the end of the meeting Livy made the recommendation to bring Paula VanDeventer onto the board as a representative of Underhill. Dave 2nd. Unanimous vote to approve. Welcome aboard, Paula!
- Paula would like to make sure we keep current and future projects in front of the board on a meeting-by-meeting basis (Power-Point?)
 - The topic of developing a community survey for the park was discussed. We decided that the board will look to develop questions over the winter '24-'25.
 - More importantly, Paula has agreed to lead us in a brainstorming session as the board looks to define the roles and responsibilities of “elected officers” and other members of the board.
9. **Adjournment.** Dave moved to adjourn the meeting at 9:00 pm. Livy seconded.

Respectfully submitted,
Dave Williamson