



**Jericho Underhill Park District**

**P. O. Box 164 Underhill, VT 05489**

**802-899-1141**

**[www.millsriversidepark.org](http://www.millsriversidepark.org)**

**[JUPDistrict@gmail.com](mailto:JUPDistrict@gmail.com)**

## Jericho Underhill Park District MEETING MINUTES

Jericho Underhill Park District---Minutes: May 21, 2025

Present: Livy Strong, Bruce Blokland, Chris Greenwood, Donna Pratt,  
Dave Williamson, Paula VanDeventer

Absent:, Kim Spaulding

Public Present: none

Meeting called to order by Livy Strong, at 7pm.

1. Public Comment: none

2. Review of Draft 05/07/2025 Minutes

**Motion:** Paula motioned to approve the 05/07/25 minutes, Chris seconded. Motion passed unanimously.

3. Board Decisions:

Financial Report: Board authorized Donna to pay outstanding May invoices: Pavilion repairs, park signage, landscaping mulch, GMP.

Bridge deck/footing bids:

Poulin Companies, Burlington: \$8000.

Blow & Cote, Morrisville: \$9950.

Next steps: Bruce to email copies of the two bids to board members. To discuss and make a decision next meeting.

Financial Policy doc: Donna had produced the doc and circulated to board for edits.

Motion: Livy motioned to approve with the noted edits; Dave seconded; motion approved.

Chart of Accounts: Donna reviewed the updated C of A with the board

Code of Conduct proposed document: Livy circulated the VLCT template and suggested that our board could customize it for our purposes. Livy proposes we review and return next meeting with suggestions.

Project Management template: Donna has identified the key “must have” information in green that the Treasurer must have in order to pay invoices.

#### 4. Topics:

Swale parking fencing has been done on the front lawn, protecting the swale from parked cars. There was discussion on if necessary and how to fence along Rte. 15.

Riparian Buffer: Livy reaching out to Alaire Diamond to seek her input on what the UVM student project produced relating to erosion control.

Spring preparations at the park: Friday 5/23 is the day MMU students will work at the park on plant bed prep, and upper trail culvert and ditch clean-outs.

Welcome Garden: Dave brought a proto-type of a garden bench. Dave noted that there will not be a flag pole nor a tree in the center of the garden; Dave and Livy are determining how to configure the garden signage; Creative Landscaping may begin the garden construction project at the end of May or in early June-giving the board one week’s prior notice.

Fieldstone East repairs: Bruce to prepare the bid for this trail project. It has not yet been determined when this project will commence.

Signage: due to arrive approx. 6/27.

25<sup>th</sup> Anniversary Celebration: Donna suggest that details of the event be outlined with the intent to create some pre-event marketing content.

Athletic Fields: Dave reports that with all the rain that we have had recently, getting the fields mown in a timely manner has been difficult. Also, coaches have commented on the unevenness of the fields being a challenge for soccer players.

Dave reports that Eric Barker plans a second soccer camp and will confirm by June 1<sup>st</sup>. Dave to send Eric an invoice for the camp.

Music concerts: Livy has shared a publicity brochure featuring the bands.

Ash tree marking: Don Tobi, Jericho Tree Warden has begun marking the trees. An update to the board’s EAB management plans has been posted to our website.

Donor List: Paula has been able to recover and compile a complete list of all MRP donors that had been listed in the covered bridge.

Fieldstone East trail repairs: Bruce has communicated with Greg Fatigate of Rabbit Tracks Trail Works on doing these repairs and Greg indicates that he can possibly begin mid-June.

Capital Improvement Plan: Donna has updated the items in the CIP and asks all board members to update the CIP with additional long-range projects.

Interpretive Signage: Livy is looking for more board feedback on text for the signage.

Venmo: Chris has researched options for activating Venmo and reports that Walmart has a track phone for \$10./month.

**Motion:** Chris motioned to purchase a track phone for the purpose of linking to our Venmo account; cost to be \$99.98 per year. Donna seconded. Passed unanimously.

Memorial Benches: Paula reports communicating with Nikola Riani on a bench plan. No update on the second bench request.

Trash Bin: The bin, at the park entrance, is supposed to be used exclusively for doggy waste. However, Livy reports the bin is being filled to overflowing by folks from the soccer programs, making it problematic for managing our doggy waste disposal. Dave to talk to the soccer program coaches.

Lost and Found: no update

Volunteer Risk Agreement: is in place now and has been utilized by individuals and groups doing volunteer work at the park.

#### 5. Other Business:

Bruce informed the board of a potential pedestrian trail accessibility assessment through VT Trail Accessibility Hub (TAH). For existing trails or access points, TAH will determine what actions are required to improve access for people with a wider range of abilities. This would be for our Meadow Loop only. If TAH selects MRP as eligible for the trail assessment, the assessment cost of \$2000. would be waived.

The board agreed to move the June 18<sup>th</sup> meeting to the 25<sup>th</sup> due to planned board member absences. Livy will publish a public warning to announce the changed meeting date.

Motion: Chris motioned to adjourn, Paula seconded. Motion passed. Meeting adjourned at 8:25pm.

Respectfully,  
Bruce Blokland

#### **Meeting Recordings**

Use the link below to access meeting recordings.

Note: Recordings are posted once minutes have been approved and are available for 30 days.

<https://drive.google.com/drive/folders/1VDckTyvioosbWqEacYly9pgrzYdM8mzi>