



**Jericho Underhill Park District**

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## Jericho Underhill Park District MEETING MINUTES

Jericho Underhill Park District---Minutes: June 25, 2025

Present: Livy Strong, Bruce Blokland, Chris Greenwood, Donna Pratt,  
Dave Williamson, Kim Spaulding

Absent: Paula VanDeventer

Public Present: none

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

1. Public Comment: none
2. Adjustments to agenda: Livy asked to discuss recent changes to VLCT open meeting guidelines.
3. Review of Draft 06/04/2025 Minutes

**Motion:** Dave motioned to approve the 06/04/25 minutes, Bruce seconded. Motion passed unanimously.

4. Finance Report: Donna reviewed Income statement and Budget. Noted that we are currently running a deficit of <\$14,194.> , but upcoming income adjustments and receivables will mitigate most of the deficit.

### **Assets**

#### Bank Accounts

31 NEFCU - JUPD Power	\$101,919.15
33 UB - JUPD Muni checking	\$19,432.63
Total for Bank Accounts	\$121,351.78

#### Accounts Receivable

11000 Accounts Receivable	\$275.00
Total for Accounts Receivable	\$275.00

#### Other Current Assets

Total for Current Assets	\$121,626.78
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#### Fixed Assets

#### Other Assets

Total for Assets	\$121,626.78
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### **Liabilities**

#### Current Liabilities

#### Accounts Payable

20000 Accounts Payable	
Total for Accounts Payable	0
Credit Cards	
Other Current Liabilities	
12000 Accrued Expenses	\$10,840.00
46433 Security Deposit/Refund	
Total for Other Current Liabilities	\$10,840.00
Total for Current Liabilities	\$10,840.00
Long-term Liabilities	
Total for Liabilities	\$10,840.00
Equity	
32000 Unrestricted Net Assets	\$24,018.05
Net Income	-\$14,561.85
30000 Opening Balance Equity	
34000 Capital Projects Equity	0
34001 Cash 3	\$1,732.58
34002 Bridge Repairs	\$35,407.00
34003 Trails	\$30,000.00
34005 JUPD Sponsored Events	\$4,191.00
34007 Park & Drive	
Total for 34000 Capital Projects Equity	\$101,330.58
Total for Equity	\$110,786.78
Total for Liabilities and Equity	\$121,626.78

**Balance Sheet:**

Accrual Basis Wednesday, June 25, 2025 09:38 PM GMTZ 2/2

**DISTRIBUTION ACCOUNT TOTAL**

34000 Capital Projects Equity	0
34001 Cash	\$31,732.58
34002 Bridge Repairs	\$35,407.00
34003 Trails	\$30,000.00
34005 JUPD Sponsored Events	\$4,191.00
34007 Park & Drive	
Total for 34000 Capital Projects Equity	\$101,330.58
Total for Equity	\$110,786.78
Total for Liabilities and Equity	\$121,626.78

5. Park Management:

-JUPD has developed and customized a Code of Conduct statement, as recommended by VLCT. It had previously been emailed to board members for review and edits.

**Motion:** by Dave to approve the Code of Conduct as updated by Paula. Chris seconded. Approved Unanimously.

-MRP 25<sup>th</sup> Anniversary planning continues. Date: August 16; rain date: 8/23.

Livy suggests we purchase a changeable sign board to use to advertise our upcoming events.

**Motion:** Donna moved that we purchase the sign board at \$200. Chris seconded. Passed unanimously.

Livy is requesting that board members sign up or indicate which events they volunteer to oversee on August 16. Events mentioned: Gnome hunt; Tennis ball river race; river rock painting; corn hole; MRP poster table. Some of these events will be “self-running” (ex. Corn hole). Others will require staffing.

Livy asked if all of our picnic tables were in good shape or in need of some attention. Donna suggested that we have a tent/canopy for displaying and selling the MRP posters.

-Summer Concerts: some staffing changes have been made, but all dates and time slots have been filled. Publicity sheet has been created and board members will print and post in public spaces.

-Welcome Garden: Dave indicates that the yellow tape will be taken down in a few weeks. He’s trying to give the plants a chance to get established.

-Interpretive Signage: Livy continues to work on edits to the text and has circulated the current version to the board for input and edits; and requests responses from the board. A graphic arts company is doing the text and photo layouts. It was asked whether someone can find some old pre-MRP photos of the farm fields and campground. Perhaps an online search.

-Venmo: Donna supplied several options for a donations sheet with a Venmo QR code. Since all the payment apps, Venmo, Paypal, Stripe, have processing fees, the board decided to go with one payment app, Venmo.

We will have the Venmo donations sheet available for the summer concerts. We will also place the Venmo donations sheet in our kiosk.

-Trails: Fieldstone West – Rabbit Track Trail Works will begin the trail repairs on Wednesday.

Fieldstone East: no update. Bruce will draft an RFP.

Meadow Loop Accessibility Evaluation: Bruce has contacted Russell Hirschler of the Trail Accessibility Hub (TAH) to discuss a pedestrian trail assessment of our Meadow Loop. Russ thinks our Meadow Loop could be a good candidate for making the trail accessible to wheel chairs and disabled visitors. He will contact Bruce to schedule a walk-about in the fall, and then will provide a written assessment that can be brought to a trail builder for a full cost estimate. There is no charge for the fall walk and assessment and report.

South Hill East Loop Pedestrian Bridge: Dave and Bruce have delivered the PT lumber needed for this bridge repair to the uppermost Center Connector, a short distance from the bridge.

-Ash trees/EAB: Bruce is not sure that all ash trees have been marked by Don Tobi. Will contact him and confirm. Will also schedule meeting at the park to discuss Don Tobi’s observations and recommendations for next steps.

-Park Trail Map: Livy indicates that the map has been delayed, but will be completed.

-Riparian Buffer: Livy shared a video of the Browns River from the BRMS side, looking at the MRP embankment. It is notable that the MRP side seems to be stable and is not continuing to erode.

Extending the grassy area south of the off leash walking path has become problematic. The raspberry canes that were brush-hogged are growing back, making for a very

difficult walking surface for dogs and humans. Bruce and Dave will make inquiries to vendors to see if plowing/rototilling can be done to remove the raspberry canes permanently.

-Pavilion: Dave has installed a wooden ramp at the pavilion, making it more accessible

-Open Meeting Law: Livy reminded the members about restrictions to board business discussions outside of the scheduled meetings.

-Trash Receptacle: Chris observed that the doggy waste trash bin is often full, particularly after large park gatherings (ex. soccer and school programs) making it impossible to dispose of the doggy waste. Livy will contact Gauthiers and ask that they install a locking trash bin to impede and discourage visitors from placing their trash in the park's receptacle.

Motion: by Dave at 8:48pm to adjourn the meeting, seconded by Kim. Motion passed unanimously.

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>