



Jericho Underhill Park District

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Jericho Underhill Park District MEETING MINUTES

Jericho Underhill Park District---Minutes: August 20, 2025

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

Absent:

Public Present: none

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

1. **Public Comment:** none

Adjustments to agenda:

- Livy asked to discuss having board member Chris Greenwood approved to have access to our bank accounts and be added to the authorization card at Union Bank and EastRise acting as an assistant to our Treasurer.
- Livy has a request from Naomi Minkoff to add another bench to her original request.
- Donna asked to talk about extending our poster sales campaign.

Motion: Kim motioned and Dave seconded to approve the 08/06/25 minutes. Motion passed unanimously.

2. **Park Management:**

Finance Report: Donna

Assets

Current Assets

Bank Accounts

31 NEFCU - JUPD Power \$102,311.29

33 UB - JUPD Muni checking \$ 15,066.54

Total for Bank Accounts \$117,377.83

Accounts Receivable

11000 Accounts Receivable \$190.00

Total for Accounts Receivable \$190.00

Other Current Assets

Total for Current Assets \$117,567.83

Fixed Assets

Other Assets

Total for Assets \$117,567.83

Liabilities

Current Liabilities

Accounts Payable

20000 Accounts Payable \$418.12

Total for Accounts Payable \$418.12

Credit Cards

Other Current Liabilities

12000 Accrued Expenses \$11,445.40

46433 Security Deposit/Refund

Total for Other Current Liabilities \$11,445.40

Total for Current Liabilities \$11,863.52

Long-term Liabilities

Total for Liabilities \$11,863.52

Equity

30000 Opening Balance Equity

34000 Capital Projects Equity 0

34001 Cash \$30,401.98

34002 Bridge \$35,407.00

34003 Trails \$30,000.00

34005 JUPD Sponsored Events 4,191.00

34007 Park & Drive

Total for 34000 Capital Projects Equity \$ 99,999.98

32000 Unrestricted Net Assets \$ 7,996.97

Net Income \$ -2,292.64

Total for Equity \$105,704.31

Total for Liabilities and Equity \$117,567.83

Notes for FY26 budget

Receipts:

1. Increase in donations to be supported by an onsite awareness campaign.

2. Interest increases due to higher reserve balances.

3. Increase in town assessments to support future CIP. 10%

This will change with Grant work on FSEast. JUPD must pay for the work, Grant reimbursed is 80%.

4. Decrease in revenue YTY due to no grants or reserve funding.

Expenditures:

1. Contract work - 3% increase

2. Maintenance - 3% increase

Everyday maintenance within each area. These budgets need to be managed cause there are no additional funds to support over spend.

3. Stewardship projects - \$8,865 of that, 3K is reserved for interpretative signage.

4. Business expenses - 3% increase

In FY25 we did not add to reserves except for the grant reimbursement for trails.
We spend 25K-30K on projects.

In FY26 we decided to add 30K to the Bridge reserve plus 5k to trails.

In FY25 We spent 40k on the improvements leaving a reserve of \$

Why do we need to have a bridge reserve? In order to fix anything that is wrong or install a temporary bridge until a new bridge can be funded and built.

FY25 closeout

In process of completing year-end closeout.

Plan review next board meeting.

Motion: Chris, seconded by Dave to accept the financial report. Passed Unanimously.

3. Informational Topics:

-25th Anniversary Celebration: board discussion

Livy conveyed her appreciation to the board members and family members who turned out to help with the various venues.

Livy and Donna are working on post-event cash outlays and cash receipts.

Dave is looking for help to move picnic tables back to pre-event locations.

- MRP Trail Map: Marcy Gibson cannot alter the water-color map for at least 6-8 months. After discussion, board decided to research creating a digital map, similar to an All Trails map. Bruce and Paula to look into. Donna to check in with Sleepy Hollow XC area to inquire about the source of their trail mapping system. We will keep the water-color map, get it laminated, and perhaps display it in the park.

-Fall Work Day: moved to October 25th. See Trello for comprehensive list of tasks, to include cleanout of culverts and ditches, removing soccer goals from playing fields, preparing flower beds for winter, stowing water containers...

-Poster Sales: Donna reports that all posters were sold out at the Anniversary event and back-orders were taken. Venmo worked well for this sales transaction. Net income was \$973.86.

Motion: By Livy and seconded by Chris to pay poster artist and distributor Kevin Ruelle \$738. for this initial batch of posters. Passed unanimously.

Board discussed selling posters at a future Farmers Market. Livy to inquire about space.

Bruce asked if posters could be sold on consignment at the Old Red Mill. Donna to check with Kevin Ruelle to see if it's a conflict for him.

Motion: By Livy and seconded by Paula to appoint Chris Greenwood to have access to our bank accounts; to be added to the authorization card at Union Bank and EastRise CU; to have authority to issue JUPD checks; and to utilize a JUPD debit card while acting as an Assistant Treasurer. Passed unanimously.

-Livy has a request from Naomi Minkoff to add another bench to her original request to have a bench built and placed in the Off -Leash dog area in memory of her mother, Lonni Rogers.

-Welcome Garden: Dave says the watering schedule is working well. He will be talking to Creative Landscaping about switching out some smaller plantings for some larger ones.

- Venmo: Dave will set up a QR sign where visitors enter the Off Leash area.

- JUPD Boundary Signage: after much discussion it was decided the Kim would buy the signage, and Dave would prepare the wood backing boards. Date and logistics on affixing the signs to be discussed further.

- Riparian Buffer Zone: Livy reports that Mike Stromme is incorporating the mowing of the additional Off-Leash acreage to keep the weeds and bracken down. Seems to be helping. Paula will attempt to rake a section to determine if it's feasible to remove the cut branches and bracken. Could possibly be a fall task for our Off Leash dog owners to participate in.

– Field Stone East Trail Repair 2025 RFP: Bruce reported that the fall 2025 season for contractors seems booked up and recommends that we plan to schedule the trail work for spring of 2026, but prior to the end of fiscal year 2025 (July). Board agrees. Dave expressed concern that bidders might have difficulty pricing the job this far out. Bruce points out these trail repairs require little materials, and will essentially be a time and labor project, so bidders should be able to project their costs. Bruce to update the RFP to reflect project timeline of May-June 2026.

-Ash Tree/EAB: **Motion:** by Livy and seconded by Chris to expend up to \$1500. To cut up to 14 dead or dying ash trees identified on Field Stone East trail. Passed unanimously.

-Muckaway pond treatment: As cattails and vegetation are not proliferating in the pond, this project will not be done.

-Barn and Shed Cleanout: this pr-oject is moved to Spring 2026. Date to be determined.

-Gray Shed Repairs: Dave reports that the roof needs repairing, as it leaks. The leaks have caused rotting on the shed floor, necessitating some repair. There is a tree that requires branch trimming as it impedes the roof repair. Fall date yet to be determined.

-Weather-proof the pavilion's wood columns: Dave will see if the Lions Club will take on this project.

-Driveway potholes: Livy has contacted Chris Poley and is awaiting a response.

-Capital Improvement Plan: Donna requests members submit their CIP list by 9/17.

-Hornets Nest: Dave indicates it's high enough in the tree to leave it alone and deal with it in winter when the hornets have left.

-Downed Trees on South Hill Loop: Bruce reports three sizable trees are down, across the trail, but easily stepped over by hikers. Livy and Paula volunteered to have the trees cleared.

-Trail Accessibility: Bruce will walk the Meadow Loop with a member of the Trail Accessibility Hub (TAH) on October 16. The TAH will then provide an analysis of the trail and cost estimate. Will also inquire about digital trail mapping, such as All Trails.

-Weed Whack Secondary Connector Trail: Paula indicates the trail is ingrown with weeds, encroaching the Connector Trail.

Motion: Paula motioned to adjourn, and Dave seconded. Approved Unanimously.
Meeting adjourned at 8:59pm

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>