



Jericho Underhill Park District P. O. Box 164 Underhill, VT 05489 802-899-1141

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Jericho Underhill Park District MEETING MINUTES- DRAFT

Jericho Underhill Park District---Minutes: September 3, 2025

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

Absent: Livy Strong

Public Present: none

Meeting called to order by Dave Williamson at 7pm.

1. Adjustments to Agenda: Paula: re: event cancellation refund request
Dave: re: MMU XC meet 10/18

2. Public Comments: none

3. Park Management:

Correction needed to minutes to 8/20 meeting: misspelled Chris Greenwood.

Motion: Kim, seconded by Chris: Approve 8/20 minutes with above correction. Approved unanimously.

Motion: Paula, seconded by Chris: Approve the RFP for trail work on Fieldstone East. Approved unanimously. Paula will handle posting the RFP.

Interpretive Signage: Livy continues to work on the text and has emailed the board for comments. Donna has comments and edits to pass on to Livy. Dave volunteered to work with Livy on refining the text for the signage.

Capital Improvement Plan: Donna reminded board to submit detailed CIPs with estimated costs. Deadline pushed out to October 15.

Anniversary Celebration cash receipts: Board tabled until next meeting.

4. Informational Topics:

Boundary signage: Kim investigated options. We might need 100 signs for our boundaries, most of which lie in Jericho. We will have to register signage with the two towns annually, at \$5.00 per town. Size needs to be 8 ½ x 11 minimum, and spaced no more than 400 feet apart.

Ballpark estimate on 18" x 18" polystyrene-type signs: \$1614. Tabled for further discussion as more information is gathered.

Riparian Zone: Livy's emailed report: the expanded lawn is improving with the weekly mowing. She has several thoughts on further improvements to the lawn area:

1. Organize raking work party.
2. Advertise for a volunteer with a tractor and york rake
3. See if Chris Wells will just do just part of his estimate which is power-raking.
4. Rent the tractor and york rake if possible.

Paula reported her attempt to hand-rake a section of the new off-leash area south of the Meadow Loop. Difficult job and time consuming to do by hand. Board decided to hold off on further action to rake out the approximately two acre area and revisit in the spring.

Dave reported that we will not move the snow fence-line at this time. Livy reported that the river bank is stable.

Election Process: The board will work towards creating documentation that defines the officer election process and publish for the public benefit.

Driveway: Livy reported that Chris Poley will be coming next week to grade the two trouble spots.

Snow Plow bid: Donna recommended that we publish the bid soon, and that we included twice-annual driveway grading in our bid.

5. Park Updates:

Paula reminded the Board that there will be a Sunday 9/14 private party reserving the pavilion and playing fields 1 and 3. Concurrently, the Mansfield Soccer Club will be using field 2.

Harvest Market fun run: early morning 5k run scheduled for Saturday 9/27

Meadow Loop: trail accessibility evaluation is scheduled for Thursday 10/16.

Fall Cleanup with community support: Saturday 10/25.

Pedestrian Bridges: Bruce will paint the recently repaired South Hill East bridge. Bruce will safety-inspect all the pedestrian bridges for aging, wear-and-tear, rotting boards, etc.

Picnic Tables: Dave will safety-inspect the park's many tables and determine which will need repair or replacement.

Field Management: Dave reported that Emmet will be responsible for moving the soccer goals from the playing fields. Dave will contact NaturaLawn to inquire about cost and efficacy of rolling the playing fields.

Anniversary Celebration photos: Paula will be uploading photos to the MRP website.

Welcome Garden: Dave has been talking to Creative Landscaping about plant substitutions, and best practices for winter and spring care.

Trail Maps: no update

Park Posters: Donna has scheduled dates for people to pick up their backordered posters at MRP: Friday, 9/5 from 3pm to 6pm and Saturday, 9/6 from 10am to 1pm.

Farmers Market will allow JUPD to sell posters on Thursday 9/18. Donna to set up a tent. Still reviewing the feasibility of consigning posters for sale at the Old Mill. More to follow.

Venmo Signs at off-leash area: Not sited and mounted yet.

Ash Tree/EAB: Ginkgo Tree Service will take down approximately 14 dead ash trees located on Fieldstone West trail on Friday, 9/19.

Shed Repair: Dave is asking Emmet to assist with this project. Donna will ask Bob Pratt to assess needed repairs and provide a cost estimate.

Pavilion: Dave is communicating with Lions Club to see if they can re-stain/waterproof the timbers.

Assistant Treasurer: Paula is looking at updating our park documents to insert additional verbiage relating to the AT.

Memorial Benches: no update

6. Other Business:

Paula reported a cancellation refund request was made two days outside of our deadline. Board decided to honor the refund request.

Dave reported that MMU XC is requesting to host a meet at the park on Saturday, 10/18, from approximately 8am to 2pm. Donna recommended to the board that we communicate to MMU the park's requirement that organizers adhere to the same conditions as last year with respect to providing supplemental portolets and personnel to manage buses and attendee parking.

Motion: to adjourn at approximately 8:45pm by Chris, seconded by Paula. Approved unanimously

Respectfully submitted,
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>