



**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- DRAFT**

Jericho Underhill Park District---Minutes: September 17, 2025

Present: Livy Strong, Donna Pratt, Dave Williamson, Paula VanDeventer, Kim Spaulding, Bruce Blokland

Absent: Chris Greenwood

Public Present: none

Meeting called to order by Livy Strong at 7pm.

1. Adjustments to Agenda:
2. Public Comments: none

3. Park Management:

**Motion**: Approve 9/03 minutes. Approved unanimously.

Financial Report – Donna

Balance Sheet JERICO-UNDERHILL PARK DISTRICT As of September 16, 2025

Assets

**Current Assets**

Bank Accounts

31 NEFCU - JUPD Power \$103,069.15

33 UB - JUPD Muni checking \$21,174.74

Total for Bank Accounts \$124,243.89

Accounts Receivable

11000 Accounts Receivable \$92.00

Total for Accounts Receivable \$92.00

Other Current Assets 0.00

Total for Current Assets \$124,335.89

Fixed Assets 0.00

Other Assets 0.00

Total for Assets \$124,335.89

Liabilities and Equity

Liabilities

**Current Liabilities**

Accounts Payable

20000 Accounts Payable	-\$447.15
Total for Accounts Payable	-\$447.15
Credit Cards	0.00
Other Current Liabilities	
12000 Accrued Expenses	\$8,184.00
46433 Security Deposit/Refund	0.00
Total for Other Current Liabilities	\$8,184.00
Total for Current Liabilities	\$7,736.85
Long-term Liabilities	0.00
Total for Liabilities	\$7,736.85
Equity	
30000 Opening Balance Equity	0.00
34000 Capital Projects Equity	\$0.00
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	0.00
Total for 34000 Capital Projects Equity	\$99,999.98
32000 Unrestricted Net Assets	\$12,187.97
Net Income	\$4,411.09
Total for Equity	\$116,599.04
Total for Liabilities and Equity	\$124,335.89

Donna presented a spreadsheet demonstrating JUPD budgeted vs actuals FY 26. Will continue reviewing FY 26 at October 1<sup>st</sup> meeting.

Our grounds mower has not submitted any invoices for 2025 mowing.

Our expense to the MRP Poster vendor is \$3380.

**Motion:** Livy, seconded by Paula to approve payment of \$3380. to poster vendor.

-25<sup>th</sup> Anniversary: Donna reports still reconciling expenses and receipts.

-Snow Plowing: Livy has spoken with Chris Poley and has his estimate for 2025/2026 winter plowing and sanding. Last year's expense was less than \$2000. His current estimate mirrors last season.

**Motion:** Paula, seconded by Dave to continue using Chris Poley for the 2025/2026 season.

-MRP Posters: Donna reports that she will sell posters at the 9/18 Farmers Market. She will also arrange to sell at Underhill Harvest Market 9/27 and 9/28. Still investigating if we can consign posters at the Old Mill for the holiday season.

#### 4. Informational Topics:

-Boundary Posters: Kim reports we can get plastic signage 8 ½ x 11, 100 ea. For \$500. We can get heavy paper/fiber laminated signage 8 1/2 x 11, 100 ea. For \$279. Discussion about how to affix the signs to trees and maintain the water-tight feature. Will research and discuss further.

-Officer Election Process: Livy wants to have officer elections as early in the calendar year as possible. Chris will draft of our election process for second meeting in October

-Riparian Zone: Livy reports that the new lawn area is coming in and perhaps no York raking needs to be done. Livy and Dave recommend that we watch the river bank through the seasons and see in the spring if we sustain additional erosion before moving the snow fence.

-Fieldstone East RFP: Bruce reports site visits for bidders will be conducted 9/18 and 9/19.

-Underhill Harvest Market: Livy reports that a 5k run will take place. MRP's front lawn will be used for HM visitor parking.

-Trail Accessibility: trail evaluation will be October 16<sup>th</sup>. Bruce, Livy and Donna plan to attend.

-Interpretive Signage: Livy still editing the text.

-Pedestrian Bridges Safety Inspection: No update

-Picnic Tables: Dave will inventory and evaluate tables later in the fall.

-Ash Tree / EAB: Bruce reports Ginkgo Tree Service will take down approximately 14 trees on Field Stone West on Friday 9/19.

-Welcome Garden: Dave met with Creative Landscaping and they will replace the Dianthus plants with something more prolific.

-Planter Watering: Donn reports that at end of growing season, we'll need to empty the large container and store it in the barn for the winter.

-Trail Mapping: No update

-Venmo Sign in Off Leash: Dave has erected one sign. Discussed better signage options for future.

-Shed Repair: Dave reports this is being pushed out until later this fall. Bob Pratt has volunteered his time to work on this project.

-Assistant Treasurer Role: Paula and Donna report all documents and templates have been updated.

-Capital Improvement Plan: Donna asks board members and project leaders to project expenses out 5 years—Contracts, Maintenance, Projects, Cash reserves.

-Pavilion Weatherization: no update

## 5. Other Business:

-MMU XC Meet: Race will be from 10am to noon and 4-5 schools are scheduled to compete. Our parking lot will be overflowing, as there is also a road-side political demonstration scheduled at the same time.

Dave asked if there would be fees to MMU for use of the park for the meet. Board decided not to charge any park-use fees. MMU will arrange for their own portolets. The pavilion will not be rented out that day, anticipating that the meet attendees might gather there.

-Park Project Assignments: Paula suggests we have a spreadsheet that will list our active projects and identify who the board members are that are assigned to the projects.

**Motion:** to adjourn at approximately 8:55pm by Dave, 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>