



**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: November 19, 2025

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

Absent: None

Public Present (via Zoom): Mylihn Delapa

1. Meeting called to order Livy Strong at 7:05pm
2. Adjustments to Agenda: Paula asks for time to discuss JUPD 2026 park calendar.
3. Open the Public Meeting to present the JUPD 2027 proposed budget in the amount of \$116,665. Donna narrated recent park improvements, upcoming projects and the need for increased revenues from the two towns to meet those plans. 35% of the budget comes from donations and fundraising; 65% comes from the two towns' assessments. JUPD is requesting a 10% increase in those towns' assessments.
4. Public Comments: none
5. Amend Minutes to 11/05/25 meeting: Move comment relating to UB to section of minutes relating to the bank discussion.

**Motion:** by Kim, seconded by Dave: Approve 11/05/25 minutes with above mentioned correction. Approved unanimously.

6. Park Management:

-Financial Report –Donna reviewed the park district's Income/Expense and Balance sheets and a report outlining Vendor Summary Expenses. Detailed JUPD financial reports are available upon request to the board's Treasurer.

**Motion:** by Donna, seconded by Chris, to move to move \$30,000 from Reserve account at Union Bank to NEFCU to accrue higher interest. Approved unanimously.

**Motion:** by Donna, seconded by Livy to approve payment of \$490.80 to Kevin Rouelle, for latest batch of MRP posters. Passed unanimously.

## 7. Informational Topics:

-Guest Mylinh Delapa, a UVM Environmental Studies student discussed her senior project to create ten posters of birds that can be found during the winter and in the park. Each poster has a QR code that links the bird with its song. Signs would be placed along the Meadow Loop. These laminated signs would be installed in December.

**Motion:** by Paula and seconded by Dave to accept Mylinh's signage proposal and installation. Approved unanimously.

-Annual Election of Officers Procedure document. After lengthy discussion, it was agreed to circle back to the Roles and Responsibilities document at a future meeting. The Roles and Responsibilities document is a link within the Election of Officers Procedure document.

**Motion:** By Dave, seconded by Livy to accept the Election of Officers Procedure document as presented by Paula.

-Website upgrades: Paula met with Paul at Ecopixel recently and reported discussing some potential website upgrades, largely aligned with the "Website Phase 2" discussion dating back to 2021. We've been waiting on making further changes until Ecopixel completed their backend upgrade of our TYPO3 Content Management System. They still have not completed that upgrade, but Paul expects to do that "soon".

Paula reviewed the Ecopixel web improvement 2026 proposal. Apparently, we are several versions behind and will need to be upgraded to eventually get to version 13, which also has many improvements and options we could then decide to utilize. Cost of the upgrade would be approximately \$3000.

Features in the upgrade: Meeting Management Module; Trail Mapping; Email Push Notification; Online forms; Instagram feed.

In addition to the cost of the upgrade, our annual fees for Ecopixel services would increase by \$250. The board decided to take no action on this at this time.

-Boundary Signs: Kim has ordered the 100 metal signs

-Riparian Buffer: Livy reports having a virtual meeting with Kyle of the Vermont Land Trust and Lucas of the Winooski Natural Resource District. Together they worked on a grant application to the State Natural Resources Conservation Council for the Trees for Streams funding. This will include funding for the plantings, labor, and new snow fencing.

-Trail Accessibility project: Donna has filed the RTP grant.

-Shed repair: Dave reports that the overhanging tree limbs have been removed and the roof has been assessed by himself and Bob Pratt. Work will get done in the spring.

-Picnic Tables: Dave reports will begin table repairs in the spring.

-Soccer Goals: Dave will communicate with Emmet to insure the goals are removed from the playing fields soon.

-Digital Trail Map: no update

-Poster Sales: Chris reports December sales will be via Jericho Community Center event and via online. Advertisement of the sale will be on FPF and FB and our website.

-Interpretive Signage: Livy working on finding photos.

-Assistant Treasurer role: Chris's bank authorizations are done.

-Holiday Decorations: Donna has bows and expects wreaths to be done by mid-December. Livy and Paula also have some decorations for the park.

-Front Porch Forum donation: **Motion:** by Livy, seconded by Kim to donate \$100 to FPF in 2025. Passed unanimously. Chris will handle making the donation.

-2026 Park Calendar: Paula reviewed 2026 board meeting dates and other recurring calendar events as 2026 park reservations will start to come in soon.

**Motion:** to adjourn at approximately 8:48pm by Dave, seconded by Kim. 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>