



**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: January 21, 2026

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

Absent: None

Public Present: Jessica Alexander

JUPD Annual Meeting called to order by Livy Strong at 7:03pm

Article 1. Election of a Moderator. **Motion** by Livy, seconded by Bruce whether to elect a moderator. Passed unanimously.

Article 2. Act on the Report of the Trustees. Livy read the annual report for the benefit of all.

Article 3. Shall the JUPD authorize the Trustees to borrow money for the temporary needs of the district? **Motion** by Livy, seconded by Kim. Passed unanimously.

Article 4. Adoption of a budget. **Motion** by Livy, seconded by Chris to adopt a budget of \$116,665 for fiscal year.

Donna reviewed the FY '25 income and expenses, and the Trustees' plans for FY '26. The town of Jericho portion of the this budget is \$46,985. The town of Underhill portion is \$28,798. Motion passed unanimously.

Article 5. Other business thought proper when met. None.

**Motion** to adjourn the JUPD Annual Meeting was made by Paula, seconded by Kim. Passed unanimously. Annual Meeting ended at 7:24pm.

JUPD Business Meeting called to order at 7:25pm

1. Adjustments to Agenda: Paula requests time to discuss community outreach and communication via a dedicated FPF account.
2. Public Comments: None

3. Review of 1/07/26 minutes: Paula noted that the meeting date of our first February meeting should be the 4<sup>th</sup>, not the 7<sup>th</sup>. Bruce has already corrected.

**Motion** by Dave to accept 1/07 minutes with the noted correction made, seconded by Chris. Approved unanimously.

-Financial Report given by Donna. Reviewed budgeted vs actual revenues. Donna noted that we still have not received any invoices from Mike Stromme for last season's mowing. Donna is working with Seven Days to get clarification on recent invoice. Donna noted higher than expected invoicing from Ecopixel and requests that we get clarification. Livy to contact Paul. Meeting financial reports will be available from the MRP website.

**Motion** to approve the finance report by Livy, seconded by Dave. Passed unanimously.

4. Park Management:

*Park Reservations Policy & Procedures update:* Paula is working on revisions and improvements to the reservation document. Has already received two reservation requests for 2026.

5. Informational Topics

*Playing Fields Reservations Policy and Procedures:* Dave will work on developing this with the boards' input.

*Election of Officers:* At the February 4<sup>th</sup> meeting, the board will generate officer nominations for the 2026 year and elect the slate of officers.

Donna would like to relinquish her role as Treasurer; Chris is already assisting with some of the finance responsibilities. However, Chris states that his professional job responsibilities currently preclude his being able to assume full treasurer duties. Dave suggested that we consider hiring a contract accountant. Donna will investigate this option and report back.

6. Update Topics

*Mylinh Delapa's Bird Signs:* No update. Will look to revisit.

*Holiday Decorations:* Paula will look over the holiday decorations and plan to begin taking down around February 14.

*Trail Accessibility:* re: Meadow Loop accessibility project, Donna is working to complete the RTP grant, which must be filed by February 1, 2026. Regarding the RTP grant, Bruce has secured permission from Greg Fatigate and Russell Hirschler, both of whom are professional trail builders, to be listed as team members of our trail accessibility project. Bruce is working on securing testimonial letters for the RTP grant.

*Trail Map:* Bruce reported no update. Bruce will not act on this until spring.

*Riparian Buffer Grant:* The Winooski Natural Resources Conservation Department has notified Livy that the Riparian Grant had been approved. Boundary fencing expense is included in the grant amount.

*Interpretive Signs:* No update

*Assistant Treasurer role:* Chris continues to share some of the finance responsibilities with Donna. Chris is learning QB.

*Venmo Account:* Donna and Chris have been researching Venmo transactions. It appears that a Venmo transaction, although convenient for users, is an extremely difficult reconciliation process and given the issues, will not work for the park.

*Riani Memorial Bench:* Paula reported that Bill hopes to assemble and place the bench soon.

*Repost Park Boundary with No Hunting Signs:* Kim has the signs. Will look to get this project underway late winter or early spring.

*Park Poster Sales:* No more sales for the time being.

#### 7. Other Business:

Paula attended a Front Porch Forum webinar focused on Parks and Recreation Organizations, highlighting how to use FPF for effective community outreach. Any municipal employee or volunteer in Vermont, including Park Trustees, can create a Government Account in FPF that allows us to post with our Organization and Job Title - i.e. Jericho Underhill Park District Trustee - rather than as a private citizen. The webinar was recorded and provided good information on how to share Park Announcements, recruit volunteers and so forth.

Adjourn meeting

**Motion:** to adjourn at approximately 8:30pm by Dave, seconded by Chris. Approved unanimously

Respectfully submitted,  
Bruce Blokland

#### **Meeting Recordings**

Use the link below to access meeting recordings.

Note: Recordings are posted once the minutes have been approved and are available for 30 days.

<https://drive.google.com/drive/folders/1VDckTyvioosbWqEacYly9pgrzYdM8mzi>