



Jericho Underhill Park District

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Jericho Underhill Park District MEETING MINUTES-

Jericho Underhill Park District---Minutes: February 4, 2026

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

Absent: Livy Strong

Public Present: none

1. JUPD Business Meeting called to order at 7:00pm

Adjustments to Agenda: Paula requests time to discuss Farmers Market 2026 and silica gel packs for people counters. Donna requests time to discuss JUPD unclaimed property, for the absence of invoicing from Mike Stromme, lawn mowing service and for the bookkeeping search.

Public Comments: None

Review of 1/21/26 minutes: Paula had communicated some clarifications: 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. Bruce has already corrected this in the minutes.

Motion by Chris to accept 1/21/26 minutes with the noted correction made, seconded by Paula.

Approved unanimously

2. Monthly Reports:

Paula reviewed January's TrafX park visitor counter numbers:

Bridge: 2418 Main Connector: 700 Off Leash: 2660.

Paula reported that we lost our counts at the bridge starting on 12/3/25 and the counter didn't resume counting until 1/22/26.

The error appears to have been the batteries losing contact when gathering the November counts on 12/3. Paula thinks the loose battery issue has been resolved.

Financial Report: None

3. Park Management:

Reservation Policy & Procedures update: Paula will set up an email address specifically for reservations and include in the document: JUPDreservations@gmail.com, streamlining the reservation communication process.

Paula will post a park reservation notice on FPF using the municipal JUPD account.

After board discussion, Donna recommended we not raise 2026 reservation prices. That it was too late to increase field and facility fees for the 2026 year, particularly for recurring organizations like Farmers Market and summer soccer programs. The board will review prices again in the fall, for the 2027 season.

Park 2026 Spring Tasks work date: The board scheduled the work date for 4/18, or, 4/25 if spring arrives late.

4. Informational Topics

Playing Fields Policy on Usage: Dave continues his work on developing this with the boards' input.

Election of Officers: Postponed until the 2/18/26 board meeting.

5. Update Topics

EcoPixel Invoices: Livy has not reported on any recent conversations with Paul at EcoPixel. Per Donna, Ecopixel's outstanding bill is comprised of 2 parts. 1. the approved contract standard quarterly billing of \$226.95, and 2. the project proposal charge of \$780.30.

Item #1 was paid. Item #2 has not been approved by the BOT and is waiting on further discussion with the vendor by Dave or Livy.

Mylinh Delapa's Bird Signs: Rescheduled to 2/14/26, at 2:30pm.

Holiday Decorations: Paula expects to begin taking down around February 14.

Trail Accessibility: Donna reports that the RTP grant application has been submitted. Bruce has agreed to a March zoom meeting with the Jericho DEI committee to discuss how DEI can be helpful in this project. Bruce to draft an informational notification for our website announcing the park's accessible trail plans for 2027.

Trail Map: No update.

Riparian Buffer Grant: Livy reports having some local students interested in helping with the tree planning in the spring.

Interpretive Signs: No update

Assistant Treasurer role: No update.

Venmo Account: Donna and Chris continue researching Venmo transactions and how they will affect JUPD bookkeeping.

Riani Memorial Bench: No update.

Repost Park Boundary with No Hunting Signs: Still planning a February or March date for this.

Summer Concerts: No update.

6. Other Business:

Silica Gel Packs: Paula will purchase silica gel packs for TrafX counters (50 ea. @ \$.34 + shipping).

Farmers Market: Paula reports that Elizabeth King has confirmed dates of 5/21/26 to 10/08/26, Thursdays from 3-6pm. Dave and Livy to check in with P&P Septic for fees and installation.

JUPD Unclaimed Money: Donna has learned that JUPD has \$1261. In unclaimed cash with VT. Must provide notarized petition to request payment from the state agency.

Mowing Invoices: Donna advises that we have not received any invoices from Mike Stromme for his 2025/2026 mowings. Per his bid, his season's fees would approximate \$12,000. Dave will reach out to Mike Stromme to ask for invoicing so that Donna can issue payment.

Contract Bookkeeper: Donna is researching a contractor bookkeeper to assist with JUPD finances. Has scheduled a 30 minute meeting with a potential bookkeeper with QB certification.

Adjourn meeting

Motion: to adjourn at approximately 8:30pm by Kim, seconded by Donna and 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>