



Jericho Underhill Park District

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Jericho Underhill Park District MEETING MINUTES-

Jericho Underhill Park District---Minutes: June 17, 2026

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

Absent:

Guest: Holly Hall, Director, DRML

1. JUPD Board Meeting Call to Order

Meeting opened by Chair Livy Strong at 7:01pm

Adjustments to Agenda: none

Public Comments: None

2. Business Meeting

Guest Presentation: Holly Hall reviewed the conceptual drawings for the proposed expansion to DRML. The library would like to expand the physical space to accommodate the large number of hosted events; to expand the community meeting spaces; to increase the library's volume of books. The library plans to fund the expansion via grants and community fundraising.

Eventually, Holly stated, the two towns would be asked to vote on a bond whether to fund the remaining balance. This will take place, perhaps in 2028.

Review of 06/03/26 minutes: Donna and Paula had minor adjustments to the minutes.

Motion: by Livy to accept the 06/03/26 with the noted corrections made, seconded by Paula
Approved unanimously

3. Monthly Reports

Financial Report given by Donna. Reviewed the AP Aging Report for June and reminded that the board was not scheduled to meet in the month of July.

Motion: By Livy, seconded by Donna, to authorize Donna to immediately pay Rabbit Track Trail Works the first installment of the agreement relating to the work on Fieldstone East trail, in the amount of \$8,711.76; and to pay the balance of \$17,687.52 upon the completion of the work, estimated to occur in July. Passed unanimously.

Donna reviewed the Transaction List by Customer report; and the Budget vs Actual report. The Fiscal Year-end (June) will be available for board review at the first meeting in August. Donna reviewed the Statement of Net Position (balance sheet).

Motion: By Livy, seconded by Dave to accept the Finance Report. Approved unanimously.

4. Park Management

-The board reviewed the summer concert schedule. All volunteer work assignments have been made, and Paula has provided a spreadsheet of the dates, time, tasks and assigned volunteer.

-Livy reported that there were a few after-hour incidents of night camping and partying at Eagles Meadow. Trash was left behind; a smoldering campfire had to be extinguished.

Dave suggested that we consider using FPF, FB and our website to communicate after-hour issues and inform the community.

Livy will contact the neighboring house adjacent to the Eagles Meadow area and ask them to notify JUPD if they hear or see after-hour activity. If a neighbor phones JUPD to notify us of unusual after-hour activity, the JUPD board member should make a call to VT State Police and ask them to investigate.

Livy will initiate postings in FPF and FB to inform the public.

Chris will look into the cost of a game camera.

-ADA trail project: Bruce and Donna walked the playing field, the pavilion area, and a part of the off-leash area with Dori Barton from Arrowwood Environmental Engineering. Dori highlighted some initial wetland concerns and suggested that we pro-actively contact Tina Heath from the DEC to request a walk with Tina to get the definitive perspective on which parts of our proposed trail upgrades will trigger the need for wetland permits.

Bruce to contact Tina.

-Fieldstone East trail repair: Bruce reported that the trail work is progressing on schedule, with a few lost days due to rain and wet trails. Should be completed in early/mid-July.

-LWCF site inspection: Dave and Chris have not met to review this yet.

-Riparian Buffer signage: Done

-Interpretive Garden signage: Livy, Dave, and Paula to meet next week to review.

-Electronic submission of bids: Paula plans to update an email address to our RFP template for bidders to submit bids electronically.

- Athletic Field Usage Policy document: Dave and Paula are finalizing the document.
- Venmo signage: Chris is working on this; to be ready by first summer concert date.
- Main Bridge contingency plan: No update.
- Ash Tree inventory: In July, Bruce will identify the dead/dying trees and any ash trees adjacent to trails that we might want to cut preemptively.
- Shed Repair: No update.
- Electronic Trail Maps: No update. Bruce to pick this up in July.
- Capital Plan: Donna will review in September
- QuickBooks process: no update
- Inventory update: Chris and Dave are working on this.
- Park Reservations: Paula reports that reservations are settling down now that schools are out.
- Soccer Fields: Dave reports that after mid-July there are no soccer programs. He thinks we can revert back to a once-a-week mowing of these fields at that time.
- Treasurer's Position: Donna's term ends in March 2027 and will not remain on the board after March 2027. The board must begin recruiting for a Jericho resident to assume Donna's seat and be experienced in managing all of the financial duties.
- Upcoming Board Seat Elections: Chris, Donna and Kim will all have their seats expire this year.

5. Adjourn meeting

Motion: to adjourn at approximately 8:52pm by Dave and seconded by Paula, 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>