

Jericho Underhill Park District  
MINUTES  
9/7/22

Board members present: Bruce Blokland, Donna Pratt, Jim Massingham, Livy Strong, Chris Tardie & Dave Williamson

Board members absent: Amber Renshaw,

Guests:

1. Livy called the meeting to order at 7:00 p.m.
2. Public comment: No public comment
3. Review of minutes
  - A. Minutes from 8/17/22 were reviewed. Dave moved to approve the 8/17/22 minutes as amended. Livy seconded. Motion approved unanimously
4. Donna presented the financial report
  - A. We have received the quarterly payment from Underhill
  - B. Donna presented her report.
    - (1) Summary follows:

|                                       |             |
|---------------------------------------|-------------|
| Union Bank Muni Checking              | \$30,159.38 |
| NEFCU Power Savings (Capital Reserve) | \$99,758.83 |
| General                               |             |
| General Reserve                       | \$32,275.80 |
| Bridge                                | \$34,093.98 |
| Trails                                | \$29,198.05 |
| JUPD20020                             | \$4,191.00  |
    - (2) Donna moved to approve the financial report. Chris seconded. Motion approved unanimously
  - C. Donna moved to approve the transfer of \$30,632 from returned earnings (FY22 income) to reserve funds. Dave seconded. Motion approved unanimously
  - D. As costs have risen, our usage fees have not kept up with increased costs. Donna moved to approve changes in rental fees effective 1/1/23. Jim seconded. Motion approved unanimously. Changes include the following:
    - (1) Pavilion and Eagles Meadow increase from \$50 to \$100
    - (2) Fields increase from \$12.50 to \$15
    - (3) Front Field charge will be \$15 per day (similar to other fields)
    - (4) Require Port-o-let fee of \$100 for all groups over 30
    - (5) Eliminate the requirement for a security deposit and adding (to be determined) damage clause
  - E. Donna moved to accept board decision points on budget amounts for following line items. The motion was not seconded. Donna will provide further suggestions at a future meeting.

5. Park management
  - A. Trail grant
    - (1) We were awarded a \$30,000 RTP grant for trail development.
    - (2) Bruce has volunteered to oversee the grant RFP. He has started the work and hopes to publish by Oct. 4
    - (3) Bruce, Dave and Jim will jointly manage the project.
    - (4) Livy will post when she has Bruce's final RFP
  - B. Covered bridge
    - (1) Bruce reported on a meeting the committee had with Kurt Johnson (Kurt oversees bridge work for the town) and Cricket McCusker, P.E (T.R.Fellows. She provided engineering services to Blow & Cote for 2012 repair work). The Underhill Selectboard asked Kurt to look into our need for abutment replacement. They have looked at the bridge and raised a number of questions.
    - (2) She does not recommend putting a cover on the bridge, given the current state of the abutments
    - (3) She suggests an additional meeting with the committee and EV to clarify a plans
  - C. Fence
    - (1) Dave fixed the gateway fencing
    - (2) He will also paint the entryway fence
  - D. Driveway potholes are getting much worse. This is normal this time of year
    - (1) Livy moved spend up to \$2,000 to have Chris Wells to regrade the driveways. Chris seconded. Motion approved unanimously
    - (2) Chris suggested that we apply for ARPA funding to rebuild the driveway and surrounding front fields. He will bring something to the next board meeting
  - E. Kiosk
    - (1) Donna suggested we wait until spring to install the kiosk
  - F. Playing fields
    - (1) Dave suggested we move forward with a field maintenance program and put money in the budget for that plan
    - (2) Dave will investigate companies that might want to bid on it.
  - G. Management plan
    - (1) Livy reminded board members that we will need to update the management plan this winter
6. Events
  - A. Farmers' Market is still operating
  - B. Fall soccer has started again
  - C. Harvest Market will be Sept 23-25. The park will be very busy
7. Publicity
  - A. Snow plow bid is out
8. Dave moved to adjourn. Bruce seconded. Motion approved. Meeting adjourned at 8:50

Respectfully submitted,  
Jim Massing-ham



