

Jericho Underhill Park District- Minutes 10/5/22

Board members present: Bruce Blokland, Donna Pratt, Livy Strong, Chris Tardie, Amber Renshaw Board Members absent: Dave Williamson, Jim Massingham

1. Living called the meeting to order at 7:03
2. Public comment: No public comments
3. Review of minutes: Minutes from 9/21/22 reviewed. Bruce moved to approve the minutes. Chris seconded. Motion approved unanimously.
4. Donna presented the financial report:
 - A. Total rental income = \$13,218
 - B. See profit and loss balance sheets
 - C. Need a permit for posting NO HUNTING signs. Chris will donate posters.
 - D. Went over general ledger.
 - E. Amber made a motion to approve financial report. Bruce seconded. Motion approved unanimously.
5. Park Management
 - A. 2 current bids for snow removal:
 - 1) Led BTR works \$85 per plow, \$75 per sanding
 - 2) Terrain Tek- Chris Poley \$75 per plow, \$80 per sanding (used past 3-4 yrs)
 - B. Livy made motion to accept bid from Terrain Trek for 22-23. Amber seconded. Motion approved unanimously.
6. Bridge Report
 - A. Future plans: Abutments are mostly sound with a few minor repairs needed. Per Cricket the holes can easily be filled in with cement. \$2500-\$3500 allocated in budget for the bridge can be used for cement repair plus yearly inspections.
 - B. Livy made a motion to discontinue attempt to replace abutments and build super structure (with cover) for time being. Chris seconded. Motion approved unanimously.
7. Driveway/Parking lot ARPA request.
 - A. Report by Chris was well done and is ultimately ready for application submittal with additional of a potential second bid apart from Chris Wells.

B. Project projected for 2025- until then the existing piles of stone can be used for sinkhole maintenance. \$3500 in emergency fund for additional maintenance needs.

C. Estimate for work =\$43,000 not including paving. Decision made to move forward and submit request to both towns.

8. Playing field maintenance

A. Need to confirm S&D Landscaping availability for fall maintenance.

B. Minimum plan for fall 2022 - 1 aeration and fertilization = \$7128

C. Possible plan for 2023 - 1 aeration and 2 fertilizations. TBD

9. Publicity

A. website updates- Chris will reach out to Ecopixel for training. Amber opted out due to time constraints.

10. Trail bid

A. Documents for grant need to be certified/notarized to confirm and approve park entity.

B. Bid is out and publicized to Facebook and Front Porch Forum and VT Business Registry.

C. Bruce contacted 5 potential contractors:

1) Timber & Stone

2) Sinuosity

3) Peter S. Johnson

4) Morton Trails

5) possible 5th from Westford

11. Budget

A. EXPENSES

1) Increased expenses 3% for inflation

2) Bridgework moving forward ~\$2000 per earlier discussion

3) Status of Drive & Parking project for FY25- est 30k- possible grant reimbursement and earlier start date if received.

4) Reserve 30K annually for future capital projects and grant match.

- 5) Field/turf management- aeration and fertilization + weekly mowing.
- 6) Culvert replacement FY 24 est \$1500 from operating fund (need a plan+ estimate)
- 7) Kiosk FY24 est \$3200 (funding from bridge reserve)

B. INCOME

- 1) Proposed increase to town assessment to 10% support for annual expenses and reserve build-up. This can be easily justified by increased use.
- 2) Assume grant reimbursement in FY25 Work to be completed FY24: 6/1/23-11/30/23
- 3)FY24 transfer from reserves for project work: Trail \$62,448; Bridge \$3200
- 4) Changes in usage fees:
 - Pavilion & Eagles Meadow- increase \$50 - \$100
 - Fields- increase \$12.50 - \$15
 - Front field- charge \$15 per day-use
 - Port-o-let fee of \$100 for groups over 50 (Mansfield soccer \$100/mo, CCSC \$100)
 - Eliminate security deposit and add damage clause

C. Donna will make adjustments to be finalized and approved for next meeting 10/19.

12. Holding off on Management plan until next meeting 10/19
13. Valuation of property discussed for insurance purposes- replacement costs estimated.
14. Livy moved to adjourn. Bruce seconded. Motion approved. Meeting adjourned at 8:58

Submitted by: Amber Renshaw

