



Jericho Underhill Park District

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Jericho Underhill Park District
Meeting Minutes 11-06-2024 DRAFT

Board members present: Dave Williamson, Bruce Blokland, Chris Tardie, Kim Spaulding, Donna Pratt, Paula VanDeventer, Livy Strong

Board members absent: None

Guests Present: Wendell Davis

1. Livy called the meeting to order at 7PM
2. Public comment:
 - 2.1. Wendell Davis proposed adding a Bard owl nesting box to the park, presenting relevant information and showing the intended box. Wendell will handle the installation and maintenance as long as he is able, intending to turn it into an educational experience to find someone to take over maintenance duties. If no one is found or if no owl occupies the box within a year, he will remove it. Livy proposed allowing Wendell and his friend to install the box on the proposed tree after signing a liability waiver. The motion was seconded by Paula and passed unanimously.
3. Review of minutes:
 - 3.1. Donna motioned to approve. Kim seconded, and the motion passed unanimously.
4. Park Management:
 - 4.1. Financial Report from Donna
 - a) Donations are behind, need to finalize payment vendors and deploy QR codes and awareness.
 - b) Maintenance is under budget for a few items for not being billed yet or future items.
 - c) Dave to reach out to Lance to finalize plan and cost for spring fertilization and weed control (\$4750 budgeted).
 - d) Net revenue of \$8.8k, but nothing outside of budget plan, towns to send second payment by end of December.
 - e) Invoices to approve:
 - Arrowwood Environmental Invoice – Bruce moved to pay the Arrowwood Environmental invoice for wetland delineation labor and map generation on lower Fieldstone East for a total of \$1453.60. The motion was seconded by Livy and passed unanimously.
 - DJ's tree service – Livy moved to accept the DJ's Tree Service quote to remove the problem trees by the bridge for a total of \$4375. Dave seconded, and the motion passed unanimously.
 - Donna to follow up and get on the schedule noting that DJ's will need the park closed for the few hours during the duration of their work.

5. Park Projects & Maintenance in Progress:
 - 5.1. Pavilion work (roof repair / painting / access ramp) – Dave & Donna getting quotes for spring.
 - 5.2. Fall Clean up – Fieldstone West, East Hill trails and culverts need clean up. Saturday November 16th 10AM -12PM is the scheduled work day
 - 5.3. People Counters – Chris reported counters have been ordered. Expected arrival the week of the 10th. Will purchase and modify lockable electrical boxes to deter vandalism. The three new counters will go at the bridge, entrance to off leash area, and start of the upper trails. The existing people counter will be moved to the junction of Fieldstone loop West.
 - 5.4. Bridge – Donna and Bruce reported on the bridge evaluation. According to Cricket, no new bridge is needed for 25 years if we perform annual maintenance. Donna highlighted that our insurance will only cover \$70,000 in the event of a total loss and suggested finding the cost of a pedestrian bridge to ensure we allocate enough to reserves. Paula will look into private insurance options.
 - 5.5. Park Anniversary Celebration – Dave presented the mock up plan that he and Livy worked up with Rob Shanz from Creative Landscaping. Dave to go back to Creative Landscaping with feedback from the board to obtain a price.
 - 5.6. Website Phase II – waiting on EcoPixel
 - 5.7. Google account upgrade / Park phone number – Paula has reserved a google voice phone number. Some concern voiced that the number is not a Jericho or Underhill number so Paula was going to look in to porting a Underhill number from a different carrier. Given that we aren't really getting reports driving the need to upgrade to google enterprise Chris to look into just porting phone number and upgrading storage space.
 - 5.8. Grant for Fieldstone East – Bruce working will incorporate work and maps from Arrowwood Environmental
 - 5.9. Dog Discussion – Donna presented ideas to the group after encountering a park patron with an off-leash dog who became belligerent when asked to leash their dog. Some board members expressed discomfort with confronting violators, especially with their families present. Others were concerned that inconsistently addressing these issues gives violators a sense that their behavior is acceptable. There was a discussion about using social media accounts to enlist community help in identifying violators. Livy and Paula voiced reservations about name-and-shame tactics. Due to time constraints and absences at the next meeting, Paula proposed placing this item at the top of the agenda for the December 4th meeting.
 - 5.10. Vendor policy – Paula submitted edits to Donna.
 - 5.11. Brush Hogging – Livy to touch base with Mike Stromme about getting this done now that it is November and potentially doing a pass on the riparian buffer side. Chris will do the riparian buffer side if Mike is not able to.
 - 5.12. Stakes around the parking lot – pushed to spring
6. Other Business
 - 6.1. Warning for public hearing complete and we will proceed with public budget hearing on the 20th.
7. Dave motioned to adjourn at 9:45. Kim seconded and the motion passed unanimously.

Meeting Recordings

Use this link to access meeting recordings.

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

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