



**MILLS RIVERSIDE PARK**

**Jericho Underhill Park District**

**P. O. Box 164 Underhill, VT 05489**

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**Jericho Underhill Park District  
MEETING MINUTES—12/18/24 DRAFT**

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

Board members absent:

Guests present: Abby Schaible, Patrick Smith

1. Livy called the meeting to order at 7:00 p.m.

2. **Public comment.** None

3. **Review of minutes.**

**Motion** by Dave to accept the 12/04/24 minutes as presented; seconded by Paula. Passed unanimously.

4. **Financial Report.**

Park Finances:

ASSETS

Current Assets

Bank Accounts

31 NEFCU - JUPD Power 100,758.61

33 UB - JUPD Muni checking 8,995.69

Total Bank Accounts \$109,754.30

LIABILITIES

34000 Capital Projects

34001 Cash 30,401.98

34002 Bridge Reconstruction 35,407.00

34003 Trails 30,000.00

34005 JUPD2020 4,191.00

34007 Parking & Drive 0.00

34000 Total Capital Projects 99,999.98

5. **Park Management.**

**Bridge Repairs:**

DJ's will be at the park on Thursday 12/5/24 at 8am. Donna and Livy making plans to close the park Thursday morning. Estimates work to be done by noon or before. Signage and caution tape have been put up.

-Long term plans for bridge – reviewing park's risk from catastrophic event impacting use of bridge plan: 1) bridge replacement insurance research, 2) pedestrian bridge is in the park's Capital Improvement Plan. Need a bridge replacement cost estimate in order to complete insurance queries.

Bridge deck repairs – Bruce suggests that we put the repairs out to bid in March, for late spring repair. Bergeron Design/Build has said that they want the bridge closed during repairs, and estimates repairs to take three days. We will have to figure out a way to avoid a length park closure.

Winter Park Tasks: installed 2 wreaths in the entrance; garland evergreens on the bridge; X-C ski signs have been installed near lower and upper kiosks.

People Counters: New electronic counters have been reviewed by Paula and she believes it can be deployed. To be set it up at the start of the off leash area. Plan to post data monthly in Google Docs in Trello.

## 6. **Park Projects.**

### 25th Anniversary Project:

Dave and Livy have preliminary plans for A) Celebration; and B) remembrance/reflection garden. Tentative date for the celebration is 8/16 with a rain date of 8/23.

A) dedication of the remembrance garden

food trucks station

music

activities for families

B) Livy is working on cost estimates for interpretive signage; to include list of park donors and history of Mills Riverside Park. Dave is awaiting a cost estimate from Creative Landscaping for hardscaping and landscaping. Will seek out additional contractors for this work as well. Livy also researching local businesses to supply hardy perennial shrubs.

Park Phone Number: Paula has gotten the use of 899-1141 as our new JUPD phone number. Is in the process of getting it set up and linked and tested. Livy will continue to manage incoming phone calls.

### Fieldstone East Trail Repairs:

Bruce to confer with Donna and then reach out again to Tina Heath, VT Wetlands ecologist to try to get definitive yes/no answers to whether wetland permits will be needed before we do our repairs.

East Fieldstone Trail Work/grant – Donna reports that we have been invited to submit a Full Application for the 2025 RTP grant round. This is due by 1/31/25.

### Riparian Buffer:

No brush hogging has been done. Nor is it likely to get done this fall now that snow is falling. Livy is investigating grants for trees to repair riparian buffers.

Vendor Policy: Donna still working on it. Suggested that the name be changed on the draft doc. Reservation forms for our venues (Pavilion, Eagles Meadow, Athletic Fields, et al) need to reference our Vendor Policy and venue fees.

Trail Map:  
no update. Still seeking artist to update our maps.

Dog Policy:  
Valuable discussion with our guests, Abby and Patrick, about our dog policy enforcement practices. Our two guests run a facility in Jericho for dog day care and dog training and have had bad interactions with dogs and dog owners at the park. They would like to see our park rules clarified, communicated, and enforced.  
Paula will check with the two towns' AOCs to see if our park is under their dog ordinance rules. The board decided to set up a "Dog Day" at the park, for educating dog owners on park rules, and on how park visitors can better communicate with dog owners when dog activities are inappropriate. Dog Day will be on May 17, 2025 and hopefully will include several dog trainers, and multiple fun events to engage dogs, dog owners and visitors.

## **7. Other Business.**

The public warnings:  
for our January 15<sup>th</sup> Annual Meeting have been placed around our towns' common gathering sites and also posted on social media and on our kiosk.

Bike Policy: Will discuss at the January 15, 2025 meeting.

Memorial Park Bench:  
The bench materials cost will be approximately \$130-\$150. Will be constructed in the spring.

**Adjournment.** Motion to adjourn made by Dave and seconded by Livy. Meeting adjourned at 9:15pm.

Respectfully submitted,  
Bruce Blokland

## **Meeting Recordings**

Use the link below 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>