



Jericho Underhill Park District

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Jericho Underhill Park District
MEETING MINUTES – 10/16/2024

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

Board members absent: Livy Strong

Guests present: None

1. Dave called the meeting to order at 7:01 pm and the Zoom recording started.
2. **Public comment:** None
3. **Review of minutes:** Minutes for the 10/02/2024 meeting:
 - A. Bruce: I need to add the date to the Meeting Minutes.
 - B. Kim moved to accept the amended minutes as brought forward. Chris seconded. Motion approved unanimously.
4. **Park Management:**
 - A. Snowplow bids: One bid received from Terrain Tek. Chris Tardie made a motion to accept the bid, Bruce seconded. Motion approved unanimously.
 - B. Fall Work Day (Soccer ends 10/23; Pavilion rental 10/26):
 1. Phase 1: 10/19 @ 9AM, begin to pull tables up to the Pavilion (Dave/Chris)
 2. Phase 2: 10/27 @ 1PM; Bruce to assist
5. **Park Projects & Maintenance In Progress:**
 - A. Bridge Assessment
 - B. People Counter: Chris not done yet
 - C. Website Content Update: Donna turning over updates to Paula; Next review 11/6

- D. Fall Work Date (see above):
 - 1. Picnic tables
 - 2. Trail ditches – cleanout. Advertise on FPF for volunteers
 - 3. Brush hog Emergency Entrance
 - 4. Culvert move 10/27 work day; Chris with UTV
 - 5. Reinforce fence – Chris
- E. Gardens put to bed – Donna to announce date
- F. Fieldstone West trail erosion: Fill with stone? Temporary fix
- G. Riparian Buffer: Chris T:
 - 1. Mowing to adjust boundary
 - 2. Plant trees in the spring
 - 3. Apply for grant
- H. JUPD Project Portfolio: Paula – Using the Premium edition via 14-day free trial; 10 days left.
 - 1. Additional functionality proving helpful, custom fields & reporting
 - 2. Plan to move forward with 2 licenses as previously approved by the Board
- I. Revised Vendor Policy: Plan to discuss on Nov 6
- J. Main Pond: Muckaway treatment deferred to Summer of 2025; Cage for outlet
- K. Wetland delineation – complete next week?

6. **Park Projects & Maintenance On Deck:**

- A. Document Repository: All Board members will have access rights to add documents
- B. Public Warning: Livy to warn by 11/20 for proposed budget for FY 2026 – see website documentation for the definition of the warnings.

7. **Events:**

- A. The XC meet is done
- B. Soccer ends 10/23

8. **Publicity:**

- A. Relates to the budget warnings

9. **Other Business:**

- A. Grant deadlines:
 - 1. RTP – 12/7
 - 2. LWCF – 12/13
- B. Review Donna's FY26 Narrative & budget document (emailed) and send notes with any suggested changes
- C. Per the VLCT: Minutes (Draft) must be posted to the web within 5 days of the meeting

D. Public request to put up an Owl nesting box; BOD asks that the requester attend a Board meeting to answer questions about the installation and maintenance plan.

10. **Adjournment:** Paula moved to adjourn the meeting at 9:00pm. Kim seconded. Motion approved unanimously.

Respectfully submitted,
Bruce Blokland

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>