



Jericho Underhill Park District

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Jericho Underhill Park District
MEETING MINUTES--05/15/2024

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

Board members absent: none

Guests present: Paula VanDeventer

1. Dave called the meeting to order at 7:02 p.m.
2. **Public comment.** No public comment
3. **Board Vacancy.** Paula VanDeventer's interview with the Underhill Selectboard, for her addition to the JUPD board or trustees was postponed by the Selectboard.
Motion by Dave to allow Paula to fully participate in tonight's meeting and all future meetings and in all phases of the meeting. Seconded by Kim Spaulding. Passed unanimously.
4. **Review of minutes.** Minutes for the 05/01/24 meeting have not been approved yet , as discussion ensued surrounding how much information should have been entered into the minutes relating to opening the bids, reviewing the bids and the board's decision to accept a bid. Chris cited VT Open Meeting rules; Donna researching VLCT's rules.
Motion by Donna to hold the approval and publishing of the 5/1/24 minutes pending additional discussion at next board meeting. Seconded by Chris. Passed unanimously.
4. **Financial Report.** No report this meeting
5. **Park Management.**
 - A. Update on culvert & trail work: Bruce reported that due to favorable dry trail conditions, Rabbit Tracks Trail Works has begun the final leg of trail repairs to Fieldstone West. Greg estimates to complete by June. Greg requested that Fieldstone West trail be closed to all users until the trail work is completed. Notices have been posted to MRP website, FB page, and FPF. Bruce provided trail closed signage to Greg.

Bruce requested that Terrain Tek hold off on replacing the two culverts until Rabbit Tracks completes work on Fieldstone West. Chris to contact Terrain Tek to discuss.

- B. Update on Parking Lot: Chris reports that the drywell cover has arrived, and is ready to be installed. Chris recommends that above-ground posts and fencing will be adequate to surround the dry well, and much less costly, rather than digging post holes and sinking the posts. The board agrees.

Chris discussed the chronic potholes in our driveway and a couple of options to fix.

1. Chris discussed doing a more extensive repair to our driveway, from the entrance to the parking lot. Terrain Tek recommends digging out the roadbed and backfilling with a base of stone that will better withstand our traffic. Cost estimated at approximately \$4000. This project would take one day.
2. Road Grading. We continue to do twice annual road grading, which Chris notes will always be a short term temporary fix. Potholes will quickly return, much as they do on our town roads.

Motion by Chris to contract with Terrain Tek to do the extensive road bed repair, beginning at the MRP entrance and ending at the parking lot. Seconded by Dave. Passed unanimously.

Chris reported that Terrain Tek's estimate to excavate post holes for the completion of our parking lot fencing on the north side has increased considerably since last summer. Chris to get an updated price from Terrain Tek.

- C. Picnic tables: Dave plans to move them out of the pavilion on Friday 5/17/24 at 11am.
- D. Park Traffic Signage: Dave reported that there are plans to erect two 6" x 18" directional arrows at the park entrance, replacing the one that came down. There will also be one "One-Way" sign erected at the west end of the parking lot to reduce the number of cars exiting the park via the entrance road.
- E. Dogs: The towns would like to see MRP make an effort to inform visitors of our updated dog policies. Jericho suggests a three month informational campaign. Chris plans to get some temporary signs and layout the updated dog policies. Chris, Livy and Paula to collaborate on the signage and report back to the board next meeting.
- E. Landscaping: mulching and edging are being done. Flower planting might begin next week. A park visitor mentioned poor draining near the butterfly garden. Possibly a clogged culvert.
- F. Pavilion Roof: there are a few missing asphalt shingles. Chris has replacement shingles and will do the repair in conjunction with a roofer volunteer.
- G. Athletic Fields /Parking Update: Dave reported that additional teams are now using our fields on weekends, creating a parking overflow problem. This team will be using our fields for the next few weeks, so Dave and Livy decided to open the front lawn, with the

exception of the swale/drainage area, to additional parking. They feel the lawn is dry and firm enough to withstand the weekend parking. Grade stakes will be repositioned. Dave reported a few instances of cars parking on Balch Drive during soccer activities. Dave will contact Todd Riordan to let him know we are actively monitoring any parking on Balch Drive by soccer attendees.

H. Zoom: Donna asked if we would consider subscribing to Zoom to facilitate board members who are unable to physically attend meetings. Donna thinks a Zoom subscription for one user will be approximately \$150. annually. **Motion** by Donna to purchase a one-year Zoom subscription, for one user. Seconded by Dave. Passed Unanimously.

6.Events.

Calendar: Livy reported that the park's spring and summer calendars is already very busy. Pavilion reservations are only posted to the web page calendar if a deposit is received. Next meeting the board will schedule staff to work at the summer concerts.

6. Other Business.

A. The settlement pond has been cleaned out.

B. An Intervale seed group requests permission to harvest native riparian seeds from MRP. This is something that they have done in the past. No objection voiced by the board.

C. Front Porch Forum Donation: Livy asked if the board should donate to FPF, as we use the forum regularly to inform the public of park activities. will need to be looked at next meeting so we can vote on this issue.

Motion by Livy to donate \$50. To FPF. Seconded by Kim. Passed unanimously.

D. Donna raised the issue of how best to keep the status of the park's projects updated regularly and in front of the board at all meetings. Paula described a spreadsheet app that she uses that might work for us. Donna currently keeps a spreadsheet. Donna and Paula to review these apps and report back to the board at the next meeting with an updated template of MRP project management.

E. Dave observed that there was a personal issue amongst the board to discuss.

Motion by Dave to end our open meeting at 9:05pm and go into Executive Session.

Seconded by Donna and approved unanimously.

9. **Adjournment.** Dave moved to adjourn the Executive Session at 9:30pm. Livy seconded. Approved unanimously..

Respectfully submitted,
Bruce Blokland