

PARKS COMMISSION AGENDA

**February 2, 2016, 5:30 PM
Berlin Town Hall Conference Room**

1. Approval of Minutes of January 5, 2016
2. Summer Movie Nights
 - a) Request for Proposals
 - b) Movie list
 - c) Vendors
3. Spring Celebration – April 9, 2016
4. Clean-Up Day & Take Pride in Berlin Week – April 16th thru April 23rd
5. Spring Just Walk, Berlin – May 7, 2015
6. Berlin Youth Program Update
7. Other

MINUTES – PARKS COMMISSION
January 5, 2016

A meeting of the Berlin Parks Commission was held on Tuesday, January 5, 2016 at 5:30 PM. Commission members Loretta Briddell, Patricia Dufendach, Sarah Hooper, and Mike Wiley were present as well as Administrative Services Director Mary Bohlen and Town Administrator Laura Allen. Amanda Chaffee of Worcester Youth and Family Counseling was also present as well as Heather Layton and Robin Tomaselli of the Arts & Entertainment Committee.

The Commission reviewed the Minutes of November 2, 2015. Ms. Dufendach moved to approve the Minutes as written and approval was unanimous.

The Commission and Ms. Layton and Tomaselli discussed movie nights for the summer. A total of 6 dates were set – June 18, July 2, 16 and 30, and August 13 and 27. The first and last events would be held on Main Street and the others would alternate between Stephen Decatur and Henry Parks. Several movies were discussed and it was decided that *Tuck Everlasting* would be shown on June 18th and *Runaway Bride* on August 27th. Ms. Bohlen would be preparing a Request for Proposals to send to vendors. The request would include the dates discussed with a request to allow one rain date at no additional charge. Promotion of the events was discussed as well as the possibility of allowing the sale of food during the movies. Ms. Bohlen indicated that that would be a decision of the Mayor and Council, but that it would be preferable to have a non-profit vendor. A list of movies would be compiled with the public asked to vote for their favorites. Ms. Layton indicated that the vendor used in the previous year had required that the organizer provide a copy of the movie, with the vendor bringing a backup. Ms. Bohlen indicated that she would discuss the details further with Ms. Layton and Ms. Tomaselli before issuing the RFP. This event would be discussed further at the February meeting. Ms. Layton and Ms. Tomaselli left the meeting in progress.

Ms. Bohlen noted that the Chamber of Commerce would hold the Spring Celebration on Saturday, April 9, 2016 instead of Easter weekend. Discussion of possible craft ideas followed.

Ms. Bohlen provided a copy of the follow-up to the November 14th Just Walk, Berlin event. A longer route was requested and it was noted that the route was not clear. Ms. Bohlen would work on mapping for longer routes and sidewalks would be marked ahead of time to make the route clearer. Ms. Bohlen also noted that the Health Department had agreed to participate in a spring walk and scheduled for May 7, 2016.

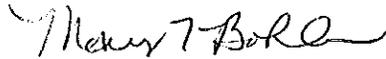
Ms. Chaffee reported on the activities of the Youth Club. The group had played laser-tag, attended an SU football game and participated in the Berlin Christmas Parade. A number of Youth Club participants had also participated in the United Spirit Campaign, shopping for gifts at Wal-Mart. At the end of January the group would visit the Pocumoke Discovery Center and a movie night was being planned.

Mr. Wiley asked if the Parks Commission should plan to attend the upcoming Council Meeting to indicate their support of the purchase of the Tyson property. Discussion followed regarding the process to date and anticipated process moving forward. Mr. Wiley indicated that he would provide a letter for the Council packet.

Ms. Bohlen indicated that the Mayor and Council would discuss a proposal for the engineering of the tennis court replacement project and that a sign on the Nature Trail had been damaged; she had contacted the sign vendor to get a price to repair the sign.

Ms. Dufendach moved to adjourn the meeting and approval was unanimous. The meeting adjourned at approximately 6:15 PM.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Mary T. Bohlen".

Mary T. Bohlen
Administrative Services Director
Liaison to the Parks Commission