

PARKS COMMISSION AGENDA

**November 7, 2017 5:30 PM
Berlin Town Hall Conference Room**

1. Approval of Minutes of October 3, 2017
2. Events:
 - a) Fall Just Walk – Saturday, November 11
3. Updates on Ongoing Projects:
 - a) Henry Park Permanent Restrooms
 - b) Tennis Courts
4. New Business:
5. Berlin Youth Program Update
6. Other

MINUTES – PARKS COMMISSION
October 3, 2017

The meeting of the Parks Commission for Tuesday, October 3, 2017 was called to order at 5:30 PM. Parks Commission members Chair Mike Wiley, Loretta Briddell, Patricia Dufendach, and Bruce Hyder were present as well as Administrative Services Director Mary Bohlen. Town Administrator Laura Allen, Berlin Falls Project Coordinator David Deutsch and Youth Program Coordinator Austin Piccarreta were also present.

Ms. Dufendach moved to approve the minutes of September 5, 2017 as written. Approval was unanimous.

Ms. Bohlen reviewed the dates for upcoming events.

Ms. Bohlen indicated that there was no update to the Edible Forest project. The Tennis Court pre-bid meeting was scheduled for October 4, 2017 and the bid opening for October 20, 2017. Finally, the Town was pushing the Henry Park Restroom manufacturer for a completion date.

Ms. Bohlen noted that both Stephen Decatur and Henry Parks had recently been assigned street addresses and the board briefly discussed where to post the numbers. Suggestions included on the existing signs as well as the possibility of placing signboards in the parks, with small signs on the pavilions.

Ms. Piccarreta provided an update on the SAGES & SABRES programs and noted that they were working on household budgeting. The Youth Program was working on "Chalk the Walk" - which was the chalking of inspirational/positive messages on sidewalks around town - for trick-or-treaters to see on Halloween. The groups were also planning their Christmas Dinner and Parade entry and would be taking a field trip to a pumpkin patch.

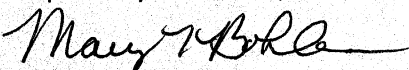
Before Mr. Deutsch gave his presentation, there was a brief discussion regarding the prevalence of vines in Stephen Decatur Park. As a result of the discussion, Ms. Bohlen indicated that vine-removal could be their focus on Clean-Up Day and that she would check on the property line to the east of the nature trail parking lot to determine if the trees were on Town-owned property. Ms. Dufendach also suggested several sources for potential grant funding.

Mr. Deutsch presented the Berlin Falls Park Interpretive Plan. He discussed various aspects of the report and noted that the focus of this report was the environmental aspects of the park. Ms. Allen noted that the Town would begin pursuing small grants to fund aspects of the plan.

Ms. Bohlen noted that the virtual tour filmed by the Health Department and discussed at the September meeting had been filmed the previous Friday and that she would let everyone know when the link was available. Ms. Dufendach asked Ms. Allen if it would be possible to hire a person dedicated to parks maintenance and programming and Ms. Allen indicated that there were no plans to do so. Documenting the progress of Berlin Falls Park was discussed.

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

Respectfully Submitted,



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