



**TOWN OF BERLIN
BERLIN FALLS PARK ADVISORY COMMITTEE MEETING
Thursday, April 19, 2018 at 6pm
Berlin Town Hall – Council Chambers
10 William Street
Berlin, MD 21811**

Agenda

1. Approval of minutes—March 8, 2018 Meeting
2. Project Coordinator Update
 - a. Bikeway and Walkshop reports
 - b. Online suggestion box <https://berlinmd.gov/park/berlin-falls-park/>
 - c. Naming and Re-naming Town Property Policy
3. Salisbury University students
 - a. Bee City Proposal
 - b. Presentation of Ideas for Signage, Pollinator Garden, etc.
4. Interpretive Plan Presentation—Conservation Community Consulting, LLC
5. Member Priorities for Berlin Falls Park—Group Discussion
 - a. Brainstorming notes from 11/16/17 meeting
 - b. Discussion of Committee Members' ideas (hard copies to be provided at the meeting)
6. Next meeting – May 17th at 6 pm

March 8, 2018

Berlin Falls Park Advisory Committee

Council Chambers, Berlin Town Hall

Present: Committee Members Barra, Field, Fitzgerald, Hyder, Nichols, Orris, Patton and Councilmember Tyndall

Absent: Gaddis, Maloof and Councilmember Purnell

Also: Town Administrator Allen, Project Coordinator Deutsch, Planning Director Engelhart, Community and Economic Development Director Wells, EDSA representatives Bauman and Clifton

Councilmember Tyndall made a motion to begin the meeting at 6:08 p.m. The motion was seconded by Ms. Barra, and passed unanimously.

It was pointed out that the word "month" in the third paragraph of the January 25, 2018 minutes should be "meeting". Mr. Orris moved approval of the minutes, as amended. Ms. Patton seconded the motion, and it passed unanimously.

Ms. Patton asked about the Town's naming policy for public facilities. Ms. Allen said that the policy, adopted in 2017, will be provided to the Committee.

Ms. Allen introduced Ryan Clifton and Josh Bauman of the consulting firm EDSA. The firm had produced five "Concept Plans" as part of a multi-day planning process focusing on key design principles including:

- *creating a place
- *creating an attraction
- *complement downtown
- *promoting a healthy lifestyle

Ms. Allen stated that there were conversations that recognized various constraints of the property, as well as the challenges of creating a community asset at Berlin Falls Park.

There was Committee discussion with EDSA about various options for the Park including bicycling and skateboarding, use of the park as an event space, an amphitheater, and a YMCA facility. Mr. Clifford mentioned the positive active/passive split regarding the Park. Mr. Deutsch noted that that Jim Rapp and Dave Wilson of Conservation Community Consulting (CCC), the group that developed the Berlin Falls Park Interpretive Plan, will attend the April Committee meeting.

Mr. Orris asked questions about the ponds, including environmental issues and waterfall creation. There was discussion of possible recirculation of water in the lower pond, and the potential of aeration.

There was discussion about site access at the Park. Chair Field stressed the need for safe access. Ms. Patton inquired about access requirements. It was stated that Maryland State Highway Administration (SHA) controls Old Ocean City Boulevard, so there will be a need to coordinate with SHA. The potential for a connection to the Park from the access road serving the Worcester County Senior Center was discussed.

Councilmember Tyndall noted the potential for a "train village" and potential revenue generation from leased retail space.

Ms. Barra, using Mayor Williams' comments to the Committee as a framework, suggested phases for the Berlin Falls Park project, including addressing site access, repurposing the former chicken processing plant, and pursuit of an amphitheater.

There was discussion of the need for updated signage at the Park entrance. Salisbury University student Bailey Ingersoll attended the meeting as part of an environmental studies program. He suggested that he and his fellow students may want to focus on improvements at the park entrance. Ms. Allen mentioned that the interpretive signs detailed in the CCC report will be installed in the next several months.

Ms. Nichols expressed concern about safety of Park users in relation to the ponds. There was discussion about drowning hazards, and references were made to Ocean City's Northside Park, and the safety equipment installed at that location.

Ms. Allen said the Committee would be briefed at the beginning of future meetings regarding any meetings with the Chair and Vice-Chair and staff. She suggested possibly presenting a package of park proposals to the Mayor and Town Council at their May 14, 2018 meeting.

Committee members discussed a number of potential items: removing concrete in certain areas and installing trees, a trail map, dog waste dispensers, incorporating restrooms at the former Tyson lab building, among others. Chair Field suggested the Committee should be able to decide on two to five items for recommendations by the end of the next meeting. She said the Committee is still "getting its feet on the ground", and that she would follow up with a detailed email to the Committee.

The meeting adjourned at 8:25 p.m.

Laura Allen

From: David Engelhart
Sent: Tuesday, April 17, 2018 1:39 PM
To: Laura Allen
Subject: Bikeway report

Laura,

The latest progress update on the Berlin Bikeway project:

- The most recent design renderings were received on 3/29/18.
- The survey work is complete.
- Stormwater management design, features, and calculations are nearly complete.
- The entire length of the pathway has been designed within the MD/DE Railroad right of way, from the northern border of Town bordering U.S. Route 50 to the southern border of Town at the intersection of West Street and Buckingham Lane, a distance of approximately 1 ½ miles.
- Staff anticipates applying for construction funding in the next round of grant funds available from the MDOT Bikeways Program starting May 17, 2018.
- Staff anticipates construction to be done in phases, with the first phase applied for and constructed being the section from Berlin Falls Park south to the intersection of Main Street, and possibly as far south as Washington Street.
- The section of railbed running along the west side of Berlin Falls Park presents some challenges due to terrain and topography. On the northern end along the park, a bridge over Kitts Branch would need to be rebuilt or replaced to allow for the path. This section could prove costly to construct in order to reach U.S. Route 50, and may have to be deferred.
- The typical width of the asphalt paved surface is 10 feet. In certain areas the paving can be as narrow as 5 feet due to preexisting natural or topographic barriers.
- Typical design details provided so far are for trash receptacles, benches, drinking fountains, crosswalks, timber guard rails and 6" vertical curbing.
- Staff plans for a public presentation and opportunity for public input as part of the May 14, 2018 Mayor and Council meeting, as required by the original grant agreement with MDOT.

Thanks, Dave

Laura Allen

From: David Engelhart
Sent: Monday, April 16, 2018 3:49 PM
To: Laura Allen
Subject: Worcester County Walkability Plan

Laura,

The recent Worcester County Walkshop and Walkability Plan meetings I have attended have developed an action plan of Team Goals and Objectives aimed at achieving the following outcomes:

- Goal 1: Encourage the culture of physical activity.
- Goal 2: Increase partnerships and collaborative efforts.
- Goal 3: Raise awareness around safe places to walk.
- Goal 4: Establish walk advocates/groups in each town.
- Goal 5: Increase utilization of recreational and park facilities.
- Goal 6: Create a “Just Walk” app (and expand its reach).

Through collaborative efforts and marketing strategies from the Worcester County Health Department, Atlantic General Hospital, the Worcester County School system, the incorporated Towns of the County and community partners, the ultimate goal of reducing rates of chronic disease and obesity while raising awareness of safe places to walk, the six goals above can be accomplished by the target date of 2020.

Thanks, Dave

**TOWN OF BERLIN
NAMING AND RE-NAMING TOWN PROPERTY POLICY**

Section 1 – Purpose

The purpose of this policy is to provide criteria for the Town of Berlin (“Town”) to provide a fair, consistent and efficient process, while respecting the need for public consultation and legislative approvals, when it wishes to name or rename Town assets such as parks and other real property.

Section 2 -- Scope

1. This policy applies to the following items (“Items”):

- A. Structures
- B. Real property
 - Examples include:
 - Open spaces
 - Parks
 - Memorials

2. The process and criteria included in this policy do not apply to the following:

- A. Town government offices or maintenance and utility buildings
- B. Historically registered properties for which a name has been indicated on a nomination form and accepted for use on a historic register
- C. Public art installations that have been commissioned with a title that serves as the name of the piece
- D. Town, County, State, or Federal roads and highways
- E. Private property

3. This policy is not retroactive.

Section 3 – Procedures for Considering Names

1.

A. Existing Items:

Individuals or organizations may request a name for an existing Item by submitting a written request to the Town Administrator. Staff will review the request for consistency with this policy and if it is consistent, process the request in accordance with the procedures contained herein.

B. New Items:

To develop a broad array of ideas and to encourage community participation in the naming process, the Mayor and Council may direct the Town Administrator to publicly solicit ideas for naming new Items as soon as practical in the development or purchase process.

2. The Town Administrator shall:

- A. Review existing names to avoid duplication, confusion, or inappropriateness.
- B. Confer with the local 911 authority for consistency with Emergency 911 requirements.
- C. Refer requests to name or re-name Items to the appropriate Board or Commission for recommendation to the Mayor and Council.

3. The Mayor and Council shall hold a minimum of one public hearing, in a manner consistent with current law, to receive comments on all naming or re-naming requests. Items shall be named by Resolution.

4. Upon Mayor and Council approval, Town staff shall design the appropriate plaque, sign, or other identification in a manner consistent with existing signage and ensure installation meets all Town requirements

Section 4 – Criteria for Names

The Mayor and Council shall use the following criteria when considering name proposals:

1. Context and geographical location

Items should be given names that directly reflect or are contextually related to the history of the site or surrounding area.

2. Natural or geological features

Names may be based on distinctive, predominant, and defining natural features of an area.

3. Historical significance

The name may be associated with:

- A. A historically significant event or for events reflecting broad patterns of Town history.
- B. The lives of persons of Town wide significance in Berlin's past.
- C. A distinctive architectural, engineering, or technological achievement.
- D. An existing or proposed registered historic property or district.

4. Contributions

- A. Items may be named for an individual or organization if that individual or organization has made a significant direct property or monetary contribution to the Town for the construction or development of the Item, especially if the naming is a stipulation of the donation.

B. Items may be named for an individual if that individual has made a recognized, outstanding public service contribution.

5. Portions of a property may have another name other than that of the entire property.

6. Items shall not ordinarily be named for living individuals.

7. The name cannot be:

A. Already in use

B. Similar to a name or names already in use

Section 5 – Renaming

Organizations and individuals are encouraged to consider alternatives to re-naming an Item in an effort to commemorate the lives of important community members or historical figures and events:

Examples of alternative naming opportunities include:

- Interpretive plaques at key locations
- Sidewalk bricks or inserts
- Benches

What is required to be a Bee City?

1. Complete the application form and resolution template
 - a. "Review Bee City USA's Resolution template and Application form with community stakeholders. If there is support to move forward, complete drafts of the application form and resolution"
 - b. Template downloads available on website
2. Assign facilitation to a local government body or non-profit organization

"Assign facilitation of the Bee City USA program to a (new or existing) committee. This committee may be based in local government or with a non-profit organization. It may be a newly formed subcommittee of an existing committee. Whatever its structure, it should be devoted to your community's pollinator conservation agenda."
3. Designate a local government department as a sponsor

"Designate a local government department as the Bee City USA program and committee sponsor and an employee from that department as the "liaison" with Bee City USA."
4. Draft your Bee City USA Resolution and review with Bee City USA Headquarters

"When both the resolution and application forms have been drafted, share your initial drafts with Bee City USA headquarters for feedback and final approval, and mail your application fee to Bee City USA. (Fees are on sliding scale based on population, and listed in application.)"

a. *Important: The resolution must be Bee City-USA approved prior to the municipal county adopting it

5. Submit Application and Resolution to local government for approval

"Present your Bee City USA application and resolution to local government for formal approval and adoption."

6. Finalize your Bee City USA designation by sending your adopted resolution to Bee City USA headquarters and "signing" the initial application form

"Email a scanned copy of the adopted resolution to beecityusa@gmail.com. Within one week or less, Bee City USA will notify the contacts indicated on the application of their designation and listing on the Bee City USA website, as well as instructions for publicizing the news and ongoing use of logo and responsibilities."

**As part of the certification, the city is asked to:

- Annually celebrate being a Bee City USA community with a Proclamation and public awareness activities
- Publicly acknowledge your commitment through signage, web links and Facebook page
- Following the Renewal Application guidelines and paying an annual renewal fee, proudly share your achievements with Bee City USA to renew your designation

Community Benefits

- Participate in conference calls and webinars that promote collaboration and sharing
- Bee City USA disseminates information regarding funding opportunities, pollinator research and habitat enhancement through email, e-newsletters, the website and the Facebook page.

- Bee City USA shares resources for program promotion – press release templates, brochure templates, T-shirt designs, bee decals, pollinator garden signs, etc.
- Ensure survival of a vital species that plays a crucial role in the planet’s food web
- Improve local food production - raise awareness of how our food grows and improve local food production through expanded pollination.
- Improve local plant nursery markets by increasing demand for native, pollinator friendly plants
- Mobilize community to remove non-native invasive plants to make way for locally native plants
- Raise community awareness of the least toxic ways to deal with home and garden pest problems
- Raise community awareness of the local environment’s seasonality as understanding grows about pollinators’ reliance on blooming plants and trees
- Support growth of niche business - pollinator friendly landscaping, beekeeping suppliers, chemical-free lawn care, native seed suppliers

Bee Habitat Links:

[Audubon Society](#)

[Bee City Guidelines](#)

[Xerces Pollinator Plants](#)

[Pollinator.org Regional Guide](#)

[USDA Native Plants Database](#)

- Important tips for garden design (<https://pollinatorgardens.org/2016/01/12/design-ideas-for-gardeners/>):
 - Include native plants, make them 70-80% of the garden
 - Diversify bloom times -early in the spring and late in the fall
 - Plant a variety of flower shapes and sizes
 - Bees are often attracted to purples, yellows, and whites
 - Plant in masses: bee pollinators like to collect from a single species during each foraging outing → group a minimum of 5-7 plants of the same species together
 - Enhance nesting opportunities:
 - Preserve bare areas of well-drained soil in sunny locations
 - Minimize the use of mulch
 - Consider nesting boxes
 - Birdbath as a water source
- Potential native plants and other good information for Berlin’s Ecoregion
 - ***** <http://www.pollinator.org/PDFs/OuterCoastal.rx5.pdf> *****

Planning your garden – think like a pollinator.

Go Native. Pollinators are "best" adapted to local, native plants, which often need less water than ornamentals.

Bee Bountiful. Plant big patches of each plant species for better foraging efficiency.

Bee Showy. Flowers should bloom in your garden throughout the growing season. Plant willow, violet, and mayapple for spring and aster, joe-pye weed and goldenrod for fall flowers.

Bee Patient. It takes time for native plants to grow and for pollinators to find your garden, especially if you live far from wild lands.

Bee Gentle. Most bees will avoid stinging and use that behavior only in self-defense. Male bees do not sting.

Bee Chemical Free. Pesticides and herbicides kill pollinators.

Bee Sunny. Provide areas with sunny, bare soil that's dry and well-drained, preferably with south-facing slopes.

Bee Friendly. Create pollinator-friendly gardens both at home, at schools and in public parks. Help people learn more about pollinators and native plants.

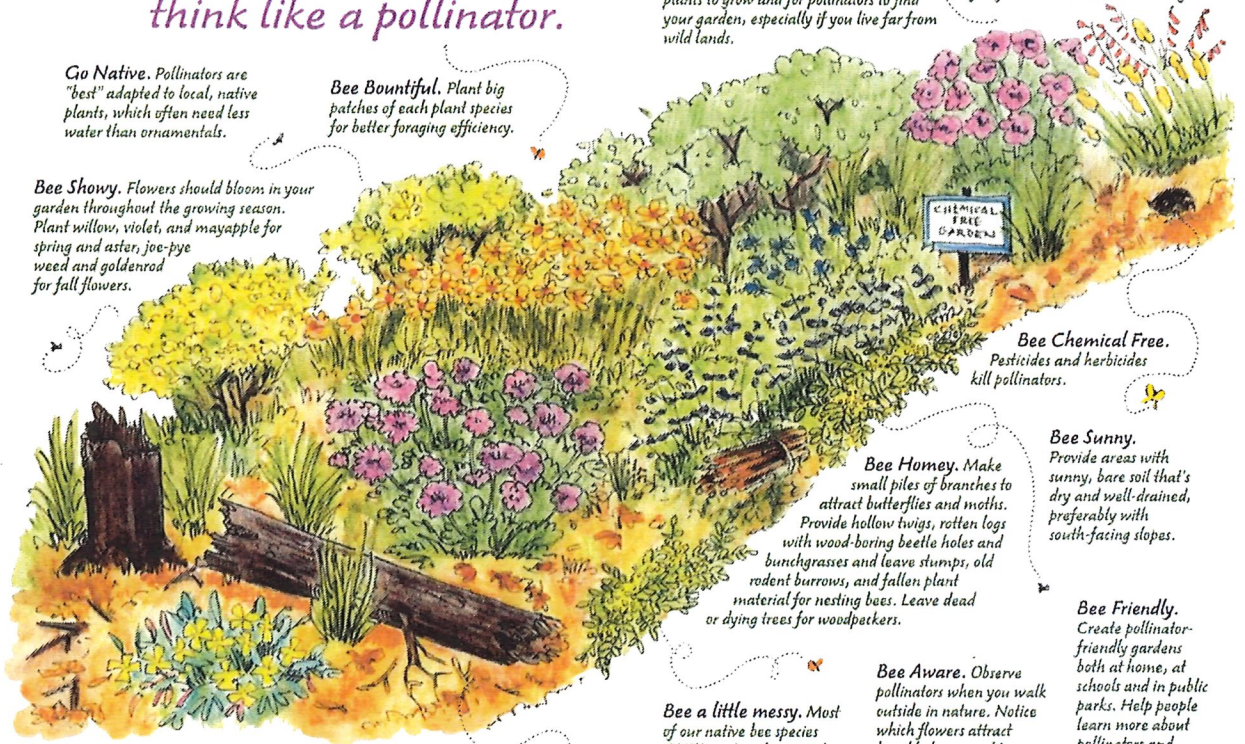
Bee Homey. Make small piles of branches to attract butterflies and moths.

Provide hollow twigs, rotten logs with wood-boring beetle holes and bunchgrasses and leave stumps, old rodent burrows, and fallen plant material for nesting bees. Leave dead or dying trees for woodpeckers.

Bee a little messy. Most of our native bee species (70%) nest underground so avoid using weed cloth or heavy mulch.

Bee Aware. Observe pollinators when you walk outside in nature. Notice which flowers attract bumble bees or solitary bees, and which attract butterflies.

Bee Diverse. Plant a diversity of flowering species with abundant pollen and nectar and specific plants for feeding butterfly and moth caterpillars.



HUES THAT ATTRACT

ATTRACT HUMMINGBIRDS ● ● ● ● ●

Plant Reds, Oranges, Yellows, Pinks, & Purples



JOY OF LIVING®
HIGH VOLTAGE™ DAYLILY

SOLAR GLOW™
SUNBOW® AZALEA

LYDIA™
TECOMA

CRAZY PINK™
ECHINACEA

'LOVE AND WISHES'
SALVIA

ATTRACT BUTTERFLIES ● ● ● ● ●

Plant Pinks, Purples, Reds, Yellows, & Oranges



RAINBOW SENSATION™
WEIGELA

'PRINCESS DARK LAVENDER'
VERBENA

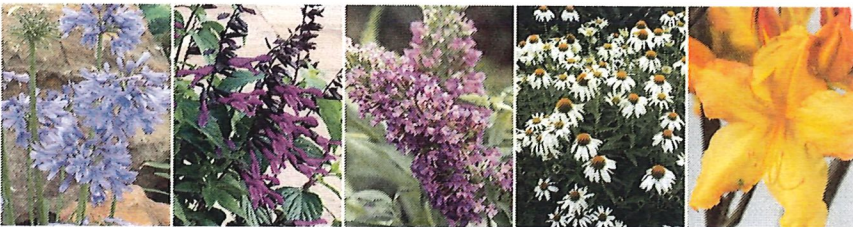
STARS AND STRIPES™
PENTAS

'REAL CHARMER'
LEUCANTHEMUM

BELLS OF FIRE™
TECOMA

ATTRACT BEES ● ● ● ○ ●

Plant Blues, Purples, Violets, Whites, & Yellows



EVER SAPPHIRE™
AGAPANTHUS

'AMISTAD'
SALVIA

ULTRA VIOLET™
BUDDLEIA

CRAZY WHITE™
ECHINACEA

SOLAR FLARE™
SUNBOW® AZALEA

RESOLUTION NO. _____

A Resolution of the Town Council of Berlin, MD
designating Town of Berlin as a BEE CITY USA® affiliate.

WHEREAS, the mission of BEE CITY USA is to galvanize communities to sustain pollinators, responsible for the reproduction of 90% of the world's wild plant species, by providing them with healthy habitat, rich in a variety of native plants and free to nearly free of pesticides; and

WHEREAS, due in part to the tremendous diversity of wild native bees, along with the honey bees that were brought to the United States from Europe in the 1700s, we have very diverse dietary choices rich in fruits, nuts, vegetables and even dairy products--one in every three bites of food we eat is courtesy of insect pollination; and

WHEREAS, bees and other pollinators have experienced population declines due to a combination of habitat loss, use of pesticides, and the spread of pests and diseases; and

WHEREAS, pollinator-friendly communities can benefit local and regional economies through healthier ecosystems, increased vegetable and fruit crop yields, and increased demand for pollinator-friendly plant materials from local nurseries and growers; and

WHEREAS, ideal pollinator-friendly habitat:

- Provides diverse and abundant nectar and pollen from plants blooming in succession throughout the growing season;
- Provides water for drinking, nest-building, cooling, diluting stored honey, and butterfly puddling;
- Provides undisturbed spaces (leaf and brush piles, un-mowed fields or field margins, fallen trees and other dead wood) for nesting and overwintering for wild pollinators
- Is pesticide-free or has pesticide use carried out with least ill effects on pollinators;
- Is comprised of mostly, if not all, native species of annual and perennial forbs, grasses, vines, shrubs, and trees in landscapes because many wild pollinators prefer or depend on the native plants with which they co-adapted;
- Includes, where possible, designated pollinator zones in public spaces with signage to educate the public and build awareness; and,
- Provides for safe and humane removal of honey bees when required.

WHEREAS, supporting pollinators fosters environmental awareness and sustainability, and increases interactions among community stewards, backyard beekeepers, farmers, children, educators, Master Gardeners, local businesses, faith-based organizations, and nature-related organizations; and

WHEREAS, in order to enhance understanding among local government staff and the public about the vital role that pollinators play and what each of us can do to sustain them, the Town of Berlin chooses to support and encourage pollinator habitat creation and enhancement on both public and private land; and

WHEREAS, the Town of Berlin should be certified a *BEE CITY USA* community because:

- The Town of Berlin is actively taking steps to increase and enhance pollinator habitats.
- Sustainability is a top priority for the Town of Berlin, and is often promoted at community events and meetings.
- Building on the Town of Berlin's previous success, this certification would enable the Town of Berlin to increase sustainability initiatives

NOW, THEREFORE, the Town of Berlin resolves as follows:

1. The Town of Berlin [appropriate department name] Department is hereby designated as the BEE CITY USA sponsor.
2. The [appropriate position title] of [your city or county here] is designated as the BEE CITY USA liaison.
3. Facilitation of the Town of Berlin BEE CITY USA program is assigned to the [committee name here] Committee.
4. The [committee name here] Committee is authorized to, and should:
 - a. **Celebration:** Annually celebrate National Pollinator Week (third full week of June) or some other appropriate occasion with educational events, pollinator habitat plantings or restoration, proclamations or promotions that showcase the Town of Berlin's commitment to enhancing pollinator health and habitat.
 - b. **Publicity & Information:** Install and maintain at least one authorized Bee City USA street sign in a prominent location, and create and maintain a webpage on the Town of Berlin website which includes, at minimum, a copy of this resolution, links to the national Bee City USA website, contact information for the local government's Bee City USA liaison (title of liaison here), contact information for the "[committee name here] Committee," and reports of the pollinator-friendly activities the community has accomplished the previous year(s).
 - c. **Habitat:** Develop and implement a program to create or expand pollinator-friendly habitat, which can include, but is not limited to:
 - i. Identification and inventory the Town of Berlin's real property that can be enhanced with pollinator-friendly plantings.
 - ii. Creation of a recommended locally native species list to include forbs, grasses, vines, shrubs, and trees and a list of local suppliers for those species.
 - iii. Creation of a least toxic integrated pesticide management plan, and
 - iv. Dissemination of informational and educational materials to the public.
 - v. Tracking annual area of pollinator habitat created or enhanced by square footage and/or acreage.
 - d. **Policy:** Establish, through the Town of Berlin, a policy in the [Plan name here] Plan of the Town of Berlin's Comprehensive Plan to acknowledge and commit to the BEE CITY USA designation.
 - e. **Plan Review:** Review the [Plan name here] Plan and other relevant documents to review pesticide management policies and practices as they relate to pollinator conservation, identify appropriate locations for pollinator-friendly plantings, and consider other appropriate measures.
 - f. **Renewal:** After completing the first full year as a BEE CITY USA affiliate, each January, apply for renewal of the Town of Berlin's BEE CITY USA designation following the format provided by BEE CITY USA, including a report of the previous year's BEE CITY USA activities, and paying the renewal fee based on the Town of Berlin's population.

Adopted by the [City Council or County Commission] of the Town of Berlin, this ____ day of _____, 2018.

 [Name of Mayor or Chair here]
 [Mayor or Chair]

Approved as to form:

Attest:

 [Name of City or County Attorney here]
 [City or County] Attorney

 [Name of City or County Clerk here]
 [City or County] Clerk

**Berlin Falls Park Advisory Committee Meeting
Brainstorming Session Notes
11/16/17**

Opportunities:

- Community Gardens
 - Rent space
 - Donate to foodbank
- Wellness
 - YMCA
 - Snow Hill Recreation Center
- Amphitheater/Concerts (Freeman)
- Make the park welcoming
 - Improve entrance
- Think of it as an extension of Downtown
 - Connect A&E and businesses to the BFPAC
- Connect the park to downtown
 - Multi-modal transportation
- Recreation
 - Paddle sports
 - Birding
 - Skatepark
- Visitors Center
- Ecological studies
- Tennis/Basketball courts
 - Multiuse facility

DO:

- America's Coolest Small Park
- Safety
 - Lighting
 - Communications device
 - Emergency call
 - SAM box with life ring
- Inclusive
 - Make sure everyone has a part that they can connect with or belong to
- Programming
- Open communication – share Info
- Poultry industry connection
 - Remember history/heritage
- Parking
- Grants
- Add dog waste pick up
- Sit and read spot
 - Little Free Library

- Make it kid friendly
- Partnerships
 - Scouts
 - Other
- Get the word out about activities
 - Reindeer Run – Ask Lisa to announce, “check out the park.”
 - Facebook Page – Like the page
- Mark the back trail around the ponds
- Finish the Bridge