

PARKS COMMISSION AGENDA

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

1. Approval of Minutes of January 31, 2017
2. FY 18 Program Open Space "Wishlist"
3. Events:
 - a) Spring Celebration – April 15th
 - b) Clean-Up Day – April 22
 - c) Spring Just Walk – May 6
 - d) 2017 Outdoor Movie Nights Ideas
4. Updates on Ongoing Projects/Issues:
 - a) Henry Park Permanent Restrooms
 - b) Tennis Courts
 - c) MUCFC Tree grant
5. Berlin Youth Program Update
6. Other

MINUTES – PARKS COMMISSION
January 31, 2017

The meeting of the Parks Commission for Tuesday, January 31, 2017 (rescheduled from February 7, 2017) was called to order at 5:30 PM. Chair Mike Wiley, Patricia Dufendach, Sarah Hooper and Bruce Hyder were present as well as Administrative Services Director Mary Bohlen, Town Administrator Laura Allen and Berlin Youth Program Coordinator Amanda Chaffee. Also in attendance was David Deutsch, Park Project Coordinator. Commission member Loretta Briddell was absent.

The Minutes of November 1, 2016 were reviewed. Ms. Dufendach moved to approve the minutes and approval was unanimous.

Ms. Bohlen introduced Mr. Deutsch, who gave a brief summary of his experience. He noted that he was coming to the former Tyson property project with no pre-conceived notions of how it should be developed, rather, he would be gathering information, distilling ideas and working to develop a plan for the Mayor and Council and community. Discussion followed regarding the property. Ms. Allen noted that Mr. Deutsch would be working on long-range planning for the property; Ms. Allen and Mr. Fleetwood would still be responsible for the day-to-day operations of the parks. Ms. Dufendach expressed that the Parks Commission needed to be more actively involved in the activities and decisions for the parks. Ms. Allen noted that Mr. Deutsch was not hired to create a parks and recreation department, nor to handle events or programming for the part, but rather to coordinate an anchor facility. Mr. Deutsch indicated that he would regularly communicate with the Parks Commission.

Ms. Bohlen asked for suggestions for Outdoor Movie Nights and indicated that she would start asking for ideas on Facebook.

Ms. Bohlen noted that the two dates for Just Walk Berlin were Saturday, May 6, 2017 and Saturday, November 11, 2017. She noted that the Health Department had suggested starting the May walk in Stephen Decatur Park and the autumn walk downtown. Ms. Bohlen also noted that the November walk was on Veterans Day, and asked that the Parks Commission work on trying to incorporate that into the walk. Ms. Allen noted that May 6 was also the date for Touch-a-Truck and Ms. Bohlen indicated that the timing would work out as the walk should be finishing up just as the set-up for Touch-A-Truck began.

Ms. Bohlen provided updates on the Henry Park Restrooms, Tennis Courts, Basketball Court Lighting and tree planting projects. The original bid for the Henry Park Restroom had had to be disregarded due to vendor error; the project had been re-bid, thoroughly reviewed by staff and a recommendation would be made to the Mayor and Council on February 13th. The engineers were developing plans for the tennis courts which would be submitted to USTA for approval. The response to the Henry Park lighting survey was very much in favor of lighting for the Basketball Courts. The Mayor and Council would need to discuss as part of the budget process. Finally, the Town had been awarded a \$1,500.00 grant from the Maryland Urban and Community Forestry Commission for the purchase of trees for Stephen Decatur and Henry Parks. Ms. Bohlen indicated that Town staff was also working on a forestry mitigation plan and would be meeting with Mr. Frank Piorko of the Maryland Coastal Bays program to discuss trees and potential funding. Ms. Bohlen hoped that trees would be available for planting for Clean-Up

Day, but, if not, a sign-up sheet would be available for volunteers for when the trees are available.

Mr. Wiley indicated that the Edible Forest and Wildflower meadow would be in good shape in the spring.

Ms. Chaffee explained that the SAGES Holiday Part was held with the Berlin Youth Program group and was a great success. The Youth Program had received \$2,000.00 from Bless Our Children for holiday shopping this year and noted that Robin Tomaselli, Shelley Bruder and Steve and Susie Taylor had sponsored families this holiday. The Youth Program hoped to plan a trip to the trampoline park in Delmar. Four Youth Club boys had moved into the SABRES program.

Tres Denk of the International Mountain Biking Association (IMBA) spoke regarding his organization's and the community's hopes for a skating/biking facility at Berlin Falls Park. Mr. Denk was disappointed that the Parks Commission was not in favor of the Get Ramped event held the previous fall. Ms. Bohlen noted that the event was not the problem, in fact, review had been very positive; rather, she had not gotten the information to the Parks Commission before the event and apologized, again, for the oversight. Mr. Denk and Mr. Sean McLaren spoke at length regarding the need and benefits of a facility that could be shared by bicyclists and skaters and the possibilities of volunteers building such a track. Mr. McLaren indicated that something could be built that could be locked in one of the buildings and brought out on a regular basis.

Ms. Hooper left the meeting in progress at approximately 6:25 PM.

Discussion continued regarding this matter. Ms. Allen asked for consensus that there was support for skating/biking events at the park and all parties agreed that there was support. Ms. Allen suggested that Mr. Denk and/or Mr. McLaren meet with Town staff and Parks Commission representation to discuss this further.

Mr. Wiley announced that he was a member of the naming committee for the former Tyson property.

Ms. Dufendach noted that bumblebees had been put on the endangered list and encouraged all to consider insects in their gardening efforts. Ms. Bohlen suggested that building an insect hotel be part of Clean-Up Day.

Ms. Dufendach moved to adjourn the meeting and approval was unanimous. The meeting adjourned at approximately 6:45 PM.

Respectfully Submitted,



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

**PROGRAM OPEN SPACE ANNUAL PROGRAM FOR DEVELOPMENT
FISCAL YEAR 2018**

<u>Sponsor</u>	<u>Project Name, Project Description</u>		<u>Acreage Project</u>	<u>Source of Funds (for Annual Program Only)</u>			
				<u>Total</u>	<u>Local</u>	<u>State(POS Local Funds)</u>	<u>Federal</u>
BERLIN							
1	Stephen Decatur Park:	Map 302	Parcel 873				
	Purchase and Installation of Pre-fabricated Permanent Restroom (application pending with Community Parks and Playgrounds)			<.5	\$137,250	\$10,980	\$126,270
2	Dr. William Henry Park:	Map 307	Parcel 0692				
	Purchase and Installation of Lighting			<.5	\$60,000	\$6,000	\$54,000
3	Berlin Falls Park	Map 25	Parcels 52; 410; 57	70 +/-	\$45,000	\$4,500	\$40,500
	Purchase of amenities (benches, picnic tables, waste receptacles, etc.)						
4	John Howard Burbage	Map 300	Parcel 1629	+/- .5			
	Development of complete specs for improvements				\$5,000	\$500	\$4,500
	Development of area into neighborhood park			+/- .5	\$50,000	\$5,000	\$45,000
5	Stephen Decatur Park:	Map 302	Parcel 873				
	Tot Lot – expansion of area			.5 +/-	\$10,000	\$1,000	\$9,000
TOTALS					\$307,250	\$27,980	\$279,270