

PARKS COMMISSION AGENDA

**May 6, 2014, 5:30 PM
Berlin Town Hall Conference Room**

1. Approval of Minutes of April 1, 2014
2. Old Business
 - a) Henry Park Entrance
3. New Business
 - a) FLAP (Federal Lands Access Program) Request for letter of support – Kate Patton
 - b) Public Utility “Touch-a-Truck” Day – May 31, 2014
4. Berlin Youth Program Update
5. Other

MINUTES – PARKS COMMISSION
April 1, 2014

A meeting of the Berlin Parks Commission was held on Tuesday, April 1, 2014 at 5:30 PM. Board members Patricia Dufendach, Bruce Hyder and Mike Wiley were present as well as Deputy Town Administrator Mary Bohlen. Water Resources/Public Works Director Jane Kreiter and Youth Coordinator Melanie Windsor were present as well as Ann Ashman, the muralist for the Stephen Decatur Park mural and Kate Patton of the Lower Shore Land Trust.

The Commission reviewed the Minutes of March 11, 2014. Ms. Dufendach moved to approve the Minutes as written and approval was unanimous. Commission member Sarah Hooper and Councilmember Lisa Hall joined the meeting in progress.

Ms. Bohlen noted that the next event scheduled for the Parks Commission was the Spring Celebration set for Saturday, April 19. The group would meet behind Town Hall at 9:30 to begin setting up. She also noted that she would have a sign-up sheet for Clean-Up Day.

The Commission discussed Take Pride in Berlin Week and Clean-Up Day. Ms. Patton noted that she had had discussions with Food Lion about their participation in Take Pride in Berlin Week/Clean-Up Day. Details would be forthcoming. Ms. Patton asked if the Town would have an item to contribute if giveaway bags were put together. Ms. Bohlen indicated that she believed she would have something to contribute. Ms. Kreiter indicated that the Public Works and Stormwater Utility Department would be working with the management of the apartment complex immediately adjacent to Hudson Branch to replace a portion of their parking lot with a rain garden. It was not sure if the work, or some other activity, could be incorporated into Take Pride in Berlin Week.

Ms. Kreiter discussed the recent damage done to the Henry Park entrance and asked for input on what type of material the Parks Commission would like to see used to replace the existing railroad ties. Discussion followed. It was noted that, at some point, it was hoped that the parking area for Henry Park would be re-done and improved; therefore, it was prudent not to put too much expense into repairs at this time. Ms. Kreiter indicated that she would have more information at the next meeting.

Ms. Melanie Windsor provided an update on the Berlin Youth Program. They would be participating in the America's Coolest Party scheduled for April 12, and with Clean-Up Day, and were starting to gear-up for summer programs.

Ms. Dufendach initiated a discussion regarding the striving of the Parks Commission toward developing more of a true recreation program. Lengthy discussion followed regarding the potential for more consideration along these lines when the proposed Community Center is built (though a timeframe is not known).

Councilmember Hall initiated a discussion regarding a piece of property that may be of interest to the Town. A discussion of the possibilities afforded by the property followed. Ms. Dufendach made a motion to have Ms. Bohlen draft a letter of support to be held until such time as it was appropriate to provide to the Mayor and Council. Approval was unanimous.

Ms. Dufendach moved to adjourn and the meeting adjourned at approximately 6:30 PM.

Respectfully Submitted,

Mary T. Bohlen
Deputy Town Administrator
Liaison to the Parks Commission



Mayor & Council of Berlin

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May 6, 2014

Re: Assateague Gateway Trail Project

Dear :

The Town of Berlin Parks Commission is very excited to support the Lower Shore Land Trust's Assateague Gateway Trail Project through the Federal Lands Access Program. The Parks Commission has worked with the Land Trust, and other local organizations and agencies, over many years in the efforts to increase bicycling and pedestrian accesses throughout Berlin and in the immediate area.

In particular, the Parks Commission has sought for several years to improve John Howard Burbage Park in Berlin. Burbage Park is currently in-name-only and is first on the Parks Commission's priority list; creation of a trailhead at Berlin's John Howard Burbage Park will be a huge boon in developing this small area into a true park.

Thank you.

Sincerely,

Mike Wiley, Chair
Berlin Parks Commission