

PARKS COMMISSION AGENDA

**September 2, 2014, 5:30 PM
Berlin Town Hall Conference Room**

1. Approval of Minutes of June 3, 2014
2. Old Business
 - a) Henry Park
 - i) Landscape Wall
 - ii) Bushes
 - b) Stephen Decatur Park
 - i) Mural
 - ii) Tot Lot Fence
 - iii) Tennis Courts Grant Application
3. New Business
 - a) Henry Park
 - i) Bleachers
 - b) Just Walk Berlin – November 8, 2014 (rain date November 15)
4. Berlin Youth Program Update
5. Other

MINUTES – PARKS COMMISSION
June 3, 2014

A meeting of the Berlin Parks Commission was held on Tuesday, June 3, 2014 at 5:30 PM. Board members Patricia Dufendach, Sarah Hooper, Bruce Hyder and Mike Wiley were present as well as Deputy Town Administrator Mary Bohlen.

The Commission reviewed the Minutes of May 6, 2014. Ms. Dufendach moved to approve the Minutes as written and approval was unanimous.

Ms. Bohlen indicated that she had taken the remaining prizes as well as the original artwork for the mural contest to the high school for distribution to the artists. Brief discussion of the status of the mural followed.

Commission member Loretta Brown-Bridgell and Ms. Kate Patton of Lower Shore Land Trust had joined the meeting in progress.

Ms. Bohlen brought the Commission's attention to an application for Business Use of the Parks. She reminded the Commission that the 229th Army Band would be performing in Stephen Decatur Park on July 15, 2014 and that the vendor being discussed had been invited to provide ice cream, soft drinks, etc. during the concert. Ms. Bohlen indicated that on June 9, 2014, she would be requesting that the Mayor and Council waive vendor fee for this application. Ms. Hooper moved to approve Ms. Bohlen proceeding with the request on behalf of the Parks Commission and approval was unanimous.

Ms. Bohlen asked for approval of a mini-beach ball craft for the National Night Out event scheduled for Tuesday, August 5, 2014. Ms. Dufendach so moved and approval was unanimous. Ms. Bohlen also indicated that she would not be present at this year's event and Mr. Wiley indicated that he would coordinate set-up.

Ms. Patton brought the Commission's attention to a grant proposal she was preparing and explained that the project was part of the same trail project for which the Lower Shore Land Trust had applied under the FLAP program. This grant, under the Maryland Bikeways Program, required submission in the Town's name and would be for design work on a reimbursable basis. Ms. Dufendach moved to support the application and approval was unanimous. Because the grant was due on Thursday, June 5, 2014, it was noted that there would not be sufficient time to take the request before the Mayor and Council; however, Ms. Bohlen noted that the Mayor and Council would have opportunity to withdraw or reject the MOU should they choose not to participate.

Ms. Bohlen provided updates on several outstanding issues. The Public Works department would be working on the replacement wall at the entrance of Henry Park. The ditches in Stephen Decatur Park were being worked on. Brief discussion of education regarding the ditch system followed.

General discussion of the Parks followed regarding the growth of "Parks and Recreation" in the Town, future needs for the ability to set aside funding and/or raise funds.

Brief discussion followed regarding the very successful Touch-a-Truck Day held the previous Saturday.

Ms. Dufendach moved to adjourn and the meeting adjourned at approximately 6:20 PM.

Respectfully Submitted,

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