

PARKS COMMISSION AGENDA

**January 31, 2017, 5:30 PM
(rescheduled from February 7, 2017)
Berlin Town Hall Conference Room**

1. Approval of Minutes of November 1, 2016
2. Introduction – David Deutsch, Project Coordinator Berlin Falls Park
3. Events:
 - a) 2017 Outdoor Movie Nights Ideas
 - b) Just Walk, 2017 dates/locations
4. Updates on Ongoing Projects/Issues:
 - a) Henry Park Permanent Restrooms
 - b) Tennis Courts
 - c) Basketball Courts Lighting – Survey results
 - d) MUCFC Tree grant
5. Berlin Youth Program Update
6. Other

MINUTES – PARKS COMMISSION
November 1, 2016

The meeting of the Parks Commission for Tuesday, November 1, 2016 was called to order at 5:30 PM. Chair Mike Wiley, Patricia Dufendach and Sarah Hooper were present as well as Administrative Services Director Mary Bohlen, Town Administrator Laura Allen and Berlin Youth Program Coordinator Amanda Chaffee. Commission members Loretta Briddell and Bruce Hyder were absent.

The Minutes of October 4, 2016 were reviewed. Mike Wiley noted that Mr. Hyder's name was incorrect in the first paragraph and moved to approve the minutes as corrected.

Ms. Allen made a presentation about her International Fellows trip to the Philippines and showed several pictures of innovative park components used. She noted the importance of public/private partnerships in forming and maintaining these parks. Discussion followed.

The Commission briefly discussed the upcoming Fall Just Walk event scheduled for Saturday, November 12th from 9-11 am.

The Commission reviewed the list of 2017 Parks Commission sponsored or co-sponsored events. It was noted that a list of movies still needed to be generated for the four showings in the park.

Discussion regarding the recently held "Bike Bash" at Berlin Falls followed. Ms. Bohlen noted that she had neglected to inform the Commission about that event and apologized for the oversight. Better communication with the Commission will be forthcoming when such events are planned.

Ms. Bohlen indicated that the Town's engineers were working with information provided by the USTA and she was hopeful that plans and specifications for the tennis courts would be available soon with a goal of spring, 2017 construction. She also noted that a Request for Pricing was active for the Henry Park Restrooms, with a due date of November 15, 2016.

Ms. Chaffee discussed the Youth Programs recent participation in Oktoberfest. She noted that 10 children from the program would be participating in the United Spirit Program on December 3rd, which provides money for the children to go Christmas shopping and lunch at Applebees. She noted that volunteers were needed. They were also getting ready for the Berlin Christmas Parade.

Ms. Bohlen noted that the Mayor and Council had requested that lighting at the basketball courts be reconsidered and Ms. Bohlen would be mailing out a survey to the households immediately around the park to gain their input. She also read an email from a student at Worcester Technical High School who was requesting the Town's input on building a bench that could double as a shelter. Ms. Bohlen noted that she would also be discussing this at the upcoming Department Meeting, but that the idea of a bench that would allow an individual to shelter would probably not be encouraged.

Mr. Wiley noted that Stephen Decatur Middle School students would be at the Edible Forest on Monday, November 21st to prep the area for the winter.

Discussion followed regarding Sean Cooper's level of certification for inspections and the need for mulch and engineered wood fiber on the landscaping and play areas in both parks.

Ms. Bohlen noted that the next meeting was scheduled for Tuesday, December 6th, but that the January meeting was scheduled for the 3rd, which was immediately following a holiday. Her recommendation was to cancel the January meeting as there would not be a lot on the agenda. Without formal motion or vote, consensus was to cancel the meeting.

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

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Mary T. Bohlen".

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

HENRY PARK BASKETBALL COURTS LIGHTING SURVEY RESULTS

52 surveys mailed	#	%
Responses	10	19.23%

1. I am in favor of installing lights at the William Henry Park Basketball Courts:

Yes	No
9	1

2. If lights are installed, the courts should close at:

9:00 PM	10:00 PM	11:00 PM
3	4	2

Comments:

"I have brothers, cousins and other family members who play basketball for AAU and high school. I believe it would give them more time to practice the sport they love." Voted: Yes/11 pm

"9pm is more suitable due to drug and criminal activity around this area. Unless you plan to have officers on duty 9 pm is more of a smarter option. Children also need not have a hang out spot so late in this area." Voted: Yes/9 pm

"Am anxious to hear of the outcome. I do believe this is a great idea & with the new police dept. being built down the street I see my community coming together/enhancing." Voted: Yes/10 pm

"The Homes of Berlin are next door with seniors and young children, a later hour may disturb them." Voted: Yes/9 pm

Mary Bohlen

From: Wanda MacLachlan <wtm@umd.edu>
Sent: Wednesday, December 07, 2016 4:37 PM
To: Mary Bohlen
Cc: Lucas, Wayne P.; Dawn Balinski
Subject: Re: MUCFC Grant Application

Hello, Ms Bohlen,

On behalf of MUCFC, again, I apologize for the mix-up with your grant application. The MUCFC Grant committee met today and awarded you the \$1,500 you requested. Congratulations!

You should be receiving a formal letter from Wayne Lucas, Chair of MUCFC, in the near future. Meanwhile, I've asked our treasurer to mail your award check directly to the Worcester County Forestry Board. You should be alerted when your check is available.

Happy Holidays,

Wanda MacLachlan

Chair, MUCFC Grants Committee
<http://dnr2.maryland.gov/forests/Pages/programs/urban/mcfc.aspx>

On Wed, Oct 19, 2016 at 4:10 PM, Mary Bohlen <mbohlen@berlinmd.gov> wrote:

Thank you.



Mary T. Bohlen – Administrative Services Director
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O: [410-641-4314](tel:410-641-4314) | F: [410-641-2316](tel:410-641-2316) | W: www.berlinmd.gov | E: mbohlen@berlinmd.gov

From: Wanda MacLachlan [<mailto:wtm@umd.edu>]
Sent: Wednesday, October 19, 2016 3:42 PM
To: Mary Bohlen