

# **PARKS COMMISSION AGENDA**

**March 6, 2018, 5:30 PM  
Berlin Town Hall Conference Room**

1. Approval of Minutes of February 6, 2018
2. Berlin Youth Program
  - a) Request for use of Henry Park
  - b) Program Updates
3. Updates on Ongoing Projects:
  - a) Henry Park Permanent Restrooms
  - b) Tennis Courts
4. Berlin Falls Park – Bruce Hyder
5. New Business:
  - a) Rotary Club tree planting
  - b) Civic Organization project
  - c) FY19 Program Open Space – Present to Mayor and Council on Monday, March 26<sup>th</sup>
6. Save-the-Date
  - a) FY19 Budget Process – Mayor & Council Worksession April 16<sup>th</sup> at 5:30 PM.
  - b) 2018 Events
    - i) April 21-24 – Take Pride in Berlin Week
    - ii) April 21 – Clean-Up Day
    - iii) Summer 2018 Movie Nights, June 30, July 14, July 28 & August 11
    - iv) August 7 – National Night Out
7. Other

Next Meeting: Tuesday, April 3<sup>rd</sup> at 5:30 PM.

MINUTES – PARKS COMMISSION  
February 6, 2018

The meeting of the Parks Commission for Tuesday, February 6, 2018 was called to order at 5:30 PM. Parks Commission members Loretta Briddell, Bruce Hyder and Sarah Hooper were present as well as Administrative Services Director Mary Bohlen and Youth Program Coordinator Austin Piccarreta. Commission members Mike Wiley and Patricia Dufendach were absent.

Mr. Hyder moved to approve the minutes of November 7, 2017 as written. Approval was unanimous.

Mr. Hyder provided an update on Berlin Falls. The Committee had met on January 25, 2018 and selected Amy Field as Chair and Jack Orris as Vice-Chair. The committee was scheduled to tour the park on Sunday, February 10<sup>th</sup> at 1 PM. Councilmember Zack Tyndall, who is also on the committee, would be researching the history of the property to possibly help the naming sub-committee. The Committee would be meeting next on March 8<sup>th</sup>.

Ms. Bohlen provided updates on the Henry Park Restrooms and Stephen Decatur Park Tennis Courts projects. The pre-fabricated restroom was in place; connection to electric and water/sewer was expected at any time, with completion of the project, including accessible sidewalks, expected by the end of the month. The Mayor and Council had approved the tennis courts contracts at their meeting of January 22<sup>nd</sup>. Davis, Bowen and Friedel would be coordinating the project to ensure that work progressed properly.

Ms. Piccarreta provided an update on the recent and upcoming activities of the Berlin Youth Program, as well as the SAGES and SABRES programs. The groups had participated in the Berlin Christmas Parade and held their holiday dinner at Stevenson United Methodist Church on December 19<sup>th</sup> with 65 people in attendance. Programs were being held on suicide, self-esteem and bullying. More activities were coming up.

Ms. Bohlen noted that Spring Celebration was scheduled for March 31<sup>st</sup>, but she was unsure if she would be prepared to participate. Take Pride in Berlin week was scheduled for the week of April 21<sup>st</sup> to 28<sup>th</sup>, with Clean-Up Day scheduled for the 21<sup>st</sup>. Ms. Bohlen noted that, because of the possibility of construction being underway on the tennis courts, the registration area may be moved to Henry Park.

Ms. Piccarreta noted that Worcester Youth had approached Economic Development Director Ivy Wells regarding "Buddy Benches" to be sponsored by businesses and placed throughout town.

Ms. Hooper moved to adjourn the meeting and approval was unanimous. The meeting adjourned at approximately 6:00 PM.

Respectfully Submitted,



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

**PROGRAM OPEN SPACE ANNUAL PROGRAM FOR DEVELOPMENT  
FISCAL YEAR 2019**

Source of Funds (for Annual Program Only)

<u>Sponsor</u>	<u>Project Name, Project Description</u>		<u>Acreage Project</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	\$133,450	\$13,345	\$120,105
2	Dr. William Henry Park:	Map 307	Parcel 0692				
	Purchase and Installation of Lighting for Basketball Courts			<.5	\$60,000	\$6,000	\$54,000
3	Berlin Falls Park	Map 25	Parcels 52; 410; 57				
	Purchase of amenities (benches, picnic tables, waste receptacles, etc.)			70 +/-	\$45,000	\$4,500	\$40,500
4	John Howard Burbage	Map 300	Parcel 1629				
	Development of complete specs for improvements			+/- .5	\$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
<b>TOTALS</b>					<b>\$303,450</b>	<b>\$30,345</b>	<b>\$273,105</b>