



**TOWN OF BERLIN  
BERLIN FALLS PARK ADVISORY COMMITTEE  
MEETING**

**Thursday, April 18, 2019  
6:00PM**

**BERLIN TOWN HALL – COUNCIL CHAMBERS  
10 WILLIAM STREET  
BERLIN, MD 21811**

**AGENDA**

1. Approval of minutes of March 21, 2019 Meeting
2. Project Coordinator's Report
3. Park Clean-up day April 27<sup>th</sup> – Pollinator Garden Update
4. Subcommittee Reports
5. Comments from the Public

**\*\*Next Meeting is May 16, 2019**



## BERLIN FALLS PARK ADVISORY COMMITTEE

### Meeting Minutes

Thursday, March 21, 2019

#### 6:00 PM Berlin Town Hall Council Chambers

**Present:** Councilmember Zackery Tyndall, Amy Field, Roger Fitzgerald, Kate Patton, Joan Maloof, Shaneka Nichols, Jack Orris, Bruce Hyder, and Amy Barra.

**Staff Present:** Town Administrator Laura Allen, Project Coordinator David Deutsch, and Administrative Services Directory Mary Bohlen.

1. Approval of the Minutes:

Following brief discussion about temporary signage, motion to approve the February 21, 2019 minutes by Joan Maloof; second by Roger Fitzgerald – approved unanimously.

2. Project Coordinator's Report:

David Deutsch reported that the demolition contractor expects to begin work the second week of April and expects to work 20-25 work days. No issue with Clean-Up Day on April 27, 2019 is anticipated as the contractor will secure any equipment on site.

Ms. Allen noted that two wells had been capped at a cost of approximately \$8,000.00.

Discussion followed regarding internet and social media presence. Ms. Allen noted that she had spoken to Jim Rapp, who was working with Lisa Challenger on a bird week video that will highlight the park. Ms. Patton noted that filming was planned for the upcoming Monday. Ms. Allen asked for volunteers from the committee members and Mr. Fitzgerald indicated that he would go.

Discussion regarding social media continued. Ms. Allen indicated that she would review Town policy to determine if allowing non-employees administrative rights to social media accounts would be allowed.

Discussion regarding the naming of the park followed. Councilmember Tyndall indicated that a survey should be conducted then a recommendation passed on to the Mayor and Council. Without formal motion or vote consensus was to start the survey on or about Take Pride Week/Clean-Up Day with the goal to reveal the name at the Peach Festival. Councilmember Tyndall will redistribute the survey to the committee members.

3. Pollinator Garden Status:

Ms. Allen reported that Public Works/Water Resources Director Jane Kreiter had requested the assistance of the Committee members in deciding the location of the bee boxes. Ms. Allen also noted that the Salisbury University students had decided on locations for the pollinator gardens and that Town personnel would prepare the beds and purchase plants.

Ms. Allen asked about the Committee's plans for Clean-Up Day on April 27, 2019. Discussion followed. Ms. Bohlen explained the history and typical activities of Take Pride Week/Clean-Up Day. Discussion of having tours, the naming survey and an information tent followed. Ms. Fields indicated that she would work on plans for Clean-Up Day. Ms. Allen indicated the Town would provide a canopy, table and a couple of chairs.

Following discussion, it was indicated that Ms. Nichols, Ms. Maloof and Mr. Hyder would work with Ms. Kreiter on bee box locations. Councilmember Tyndall suggested obtaining a QR code for the park and/or event.

4. Subcommittee Reports and Information:

Physical Subcommittee: Mr. Fitzgerald distributed a concept drawing of potential locations for features such as an amphitheater and skate park. Ms. Patton indicated that it would be effective to have signs with the maps so that visitors could begin to visualize the concepts. Discussion regarding the buildings slated for destruction followed, including the numerous concrete pads and boxes throughout the property; Mr. Deutsch indicated he would discuss their removal with the demolition contractor.

Naming Subcommittee: Councilmember Tyndall read a list of several suggestions received through the survey and in this evening's discussion, such as Boulevard, Heron, Big, Adventure and Legacy. Discussion followed regarding many of the names being in the nature-theme, but the park would be more than just a nature-park. Lengthy discussion regarding naming followed with Councilmember Tyndall indicated that he would send a list to the group.

Discussion regarding renting the largest building followed. Ms. Allen expressed concerns regarding the Town's liability exposure given the state of the building. Mr. Deutsch indicated that he would investigate the feasibility of renting the building out and report back.

Activities Subcommittee: Ms. Allen indicated that the community wide survey was on hold pending the FY 2020 budget discussions. Ms. Fields asked to revisit the ideas of events and activities in May. Ms. Patton suggested using the sides of the main building as a billboard with temporary signs or banners. Discussion followed. Ms. Maloof noted that it is not clear where visitors are to park.

Ms. Allen noted that if the committee members wished to have actions taken, they needed to make formal motions and call votes; it is difficult for staff to know what direction to take when many ideas are being shared without concrete direction.

Mr. Fitzgerald moved to have Mr. Deutsch and Ms. Allen research the banner concept and approval was unanimous.

Ms. Nichols moved to research the possibility of renting space in the main building and approval was unanimous.

5. Adjournment:

Motion to adjourn Zackery Tyndall; unanimously approved – meeting was adjourned at approximately 7:35 PM.

Respectfully Submitted,



Mary T. Bohlen  
Administrative Services Director