

PARKS COMMISSION AGENDA

**April 4, 2017, 5:30 PM
Berlin Town Hall Conference Room**

1. Approval of Minutes of March 7, 2017
2. Events:
 - a) Spring Celebration – April 15th
 - b) Clean-Up Day – April 22
 - c) Spring Just Walk – May 6
3. Updates on Ongoing Projects/Issues:
 - a) Edible Forest – Chair Mike Wiley
 - b) Henry Park Permanent Restrooms
 - c) Tennis Courts
 - d) MUCFC Tree grant
4. New Business
 - a) Berlin Falls Park– Chair Mike Wiley
 - b) Yard Sales/Flea Markets – Patricia Dufendach
5. Berlin Youth Program Update
6. Other

MINUTES – PARKS COMMISSION
March 7, 2017

The meeting of the Parks Commission for Tuesday, March 7, 2017 was called to order at 5:30 PM. Chair Mike Wiley, Loretta Briddell, Patricia Dufendach, Sarah Hooper and Bruce Hyder were present as well as Administrative Services Director Mary Bohlen, and playground inspector Sean Cooper. Ms. Amanda Chaffee of Worcester Youth & Family had informed Ms. Bohlen that she would be unable to attend.

The Minutes of January 31, 2017 were reviewed. Ms. Hooper moved to approve the minutes and approval was unanimous.

Ms. Bohlen presented the draft Program Open Space FY18 “wish list” to be submitted to Worcester County. She reminded the Commission that Worcester County had not allocated funds to Berlin since 2008. Ms. Bohlen noted that the wish list would go before the Mayor and Council for Approval on Monday, March 13, 2017 and was due to the County by March 31, 2017.

Ms. Bohlen reviewed the upcoming events. Spring Celebration was scheduled for Saturday, April 15th and the wind chime craft left over from National Night Out would be used. Following the event, Ms. Bohlen intended to offer any leftover craft items to the Berlin Youth Program, as the paints and markers would begin to dry out.

Clean-Up Day and the start of Take Pride in Berlin week was the following Saturday, April 22, 2017, which was also Earth Day. Ms. Bohlen noted that she was working with Economic and Community Development Director Ivy Wells to breathe some new life into the event and week. She also noted that an event was scheduled in Stephen Decatur Park immediately following Clean-Up Day. The “Blessing of the Wheels” was planned for that afternoon and she had informed the organizer that there may be some activity still going on when she began set-up for her event. Mr. Cooper noted that she needed to be sure that any children participating in her event do not get on the playground equipment wearing helmets.

On Saturday, May 6, 2017 the Spring Just Walk Berlin event was scheduled to be held in Stephen Decatur Park as was Touch-a-Truck. Ms. Bohlen noted that some logistics regarding parking would need to be worked out, but other than that the two events would only overlap by an hour or so and shouldn't interfere with each other.

Ms. Bohlen listed movies which had been suggested on Facebook and indicated that, with a few exceptions due to the rating, she would put the movies out on Facebook for people to vote and the top 3, plus a musical would be shown, pending licensing. She also noted that the Arts & Entertainment Committee planned to show “Rocky Horror Picture Show” on Saturday, October 21, 2017. The movie would start at a later time and its R-rating would need to be strongly emphasized.*

Ms. Bohlen provided updates on several projects. The vendor for the Henry Park permanent restroom had met with Town staff earlier that day to view the site and discuss some of the aspects of the project. He estimated that, pending permitting, the project should be completed in about five months.

The engineers were still working on the specifications for the Stephen Decatur Park tennis courts. Once complete, they would be sent to USTA, who would hopefully be able to assist with funding on the project.

Ms. Bohlen noted that she intended to order trees for planting in the parks by the end of the week and reminded the Commission that the Town would receive a \$1,500.00 grant for this project.

With no one present for the Berlin Youth Program, the meeting was open to the Commission members. Ms. Dufendach noted that she had met with Town representatives and representatives of the OC Jeep Jam regarding this year's event. She presented a letter from Dave Wilson & Jim Rapp regarding the issues they saw with holding the event on the Berlin Falls property. Discussion of having volunteers on site for the event followed. Ms. Bohlen noted that she would let the Parks Commission know when this even was on the Mayor and Council's agenda for approval.

Mr. Wiley noted that he was part of the Naming Policy committee along with Councilmember Zack Tyndall and Carol Rose of the Historic District Commission.

Ms. Bohlen noted that the next meeting was scheduled for Tuesday, April 4, 2017 and Ms. Hooper indicated that she would not be present.

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

Respectfully Submitted,



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