



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

**Thursday, October 18, 2018
6:00PM**

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

AGENDA

1. Approval of minutes —July 19, 2018 Meeting
2. Project Coordinator report
3. YMCA Representatives: Mr. Robbie Gill and Mr. Brian Twilley
4. Naming Policy—Mayor Gee Williams
5. Sculpture Proposal—Joan Maloof
6. Discussion of Subcommittees
 - a. Review worksheets
7. Next meeting – November 15th at 6 pm

Upcoming Meeting Dates: November 15, 2018 & January 17, 2019

**There is no meeting scheduled for December

**Berlin Falls Park Advisory Committee
Meeting Minutes
July 19, 2018**

Present: Amy Field, Bruce Hyder, Roger Fitzgerald, Councilmember Zackery Tyndall, Councilmember Troy Purnell, Kate Patton, Shaneka Nichols
Absent: Kate Gaddis, Amy Barra, Joan Maloof
Town of Berlin Staff: Laura Allen, David Deutsch

Minutes Submitted by: Jack Orris

Discussion	Action
<p><u>Approval of Minutes (6/21/18 meeting)</u></p>	<p>Motion to approve minutes by R. Fitzgerald; second B. Hyder– approved unanimously.</p>
<p><u>Project Coordinator Report</u></p> <ul style="list-style-type: none"> ➤ D. Deutsch reported the paving has been done at the entrance. ➤ Pedestrian bridge discussion between BFP and the Senior Center is still ongoing. Currently, we are waiting on communication from the County. Specifically, there are some questions regarding cost, liability, and insurance. K. Patton asked if there were any other questions, such as parking. It was noted that the Senior Center could provide parking for after-hours events, in addition to the link to BFP. ➤ Town staff is also expecting bids in September regarding the demolition of the park smaller buildings. ➤ Mr. Gill, the regional director of the YMCA, appears still interested in meeting with L. Allen & D. Deutsch to discuss a potential partnership. ➤ We will have no August meeting. 	<p>D. Deutsch hopes to have a follow up report by the September meeting.</p>
<p><u>Presentation by Tom Perlozzo, Director of Worcester County Recreation & Parks</u></p> <ul style="list-style-type: none"> ➤ Mr. Perlozzo recognized the need for a facility in Berlin/the Northern end of the County, with his department’s core value of affordability. Discussion about what type of events and facilities are possible continued with thoughts of athletic opportunities, as well as a public swimming facility. Councilmember Tyndall urged 	

Discussion	Action
<p>the BFPAC to focus on other agencies in the area. For example, he noted that Stephen Decatur High School currently has no aquatic facility for their swim teams to practice.</p> <ul style="list-style-type: none"> ➤ Mr. Perlozzo explained that the YMCA option is on a regional level. ➤ A. Field offered her experiences with the Recreation Center in Snow Hill, and she felt it is well managed and well run. ➤ Mr. Perlozzo also referenced the recent Stadium Authority report for data regarding what events would fit well into Berlin and the Northern end of the County, and he noted that 58% of visitors on a leisure stay are also here for a sports related event. K. Patton asked about the possibility of partnerships that would create revenue. Mr. Perlozzo suggested that the BFPAC approach the Town of Ocean City for a possible collaboration on the BFP property in regards to the active section. ➤ Discussion followed regarding the various County Park and Recreation sites. K. Patton suggested to the group that before we approach possible partners, we should have timelines in place. 	<p>Town staff to look into cost of pools/aquatic centers for reference.</p>

Recap from June Committee Meeting, Vote on Priorities

- A. The first item from the June meeting was the follow up discussion regarding the vote on building demolition. D. Deutsch provided a handout detailing committee members’ questions and concerns about the square footage of specific parts of the building, as well as an estimated cost figure for options as far as keeping areas of the building. (Attached).
- B. D. Deutsch is researching a Strategic Demolition grant. The stipulation for this type of grant funding is the performance measure of the demolition providing an economic impact.
- C. J. Orris asked S. Nichols if she happened to discuss the meeting discussions with her family, as they have a long history of working in the building while it was operational for various companies, to get a bit of historical perspective.

D. Deutsch to meet with a State of Maryland representative in regards to a Demolition Grant.

Discussion	Action
<p>D. Councilmember Purnell offered his perspective from a potential use aspect and discussed with the committee.</p>	<p>After discussion, J. Orris made a motion to recommend to the Mayor & Council the demolition of the entire building. B. Hyder second. Motion passed 4-3.</p>
<p>E. The second item for follow up was the “Dot Scoring Method” from the previous meeting. In three sections, Physical, Plan, and Program of the Park were ranked by dots. (Attached)</p>	

Items for upcoming meeting agenda

- Focus should be on timelines. Once established, timelines could be presented to Mayor & Council, as well as potential partners.
- Use the Dot preference ranking as a guide for timelines.
- Establishment of the Interpretive (passive) plan of the park. K. Patton asked if proofs of the interpretive signs could be provided, aside from the first look the committee had at a previous meeting.

D. Deutsch will follow up with the signs to check status.

Motion to adjourn by J. Orris; second A. Field at approximately 7:25pm.

Next Meeting

The next meeting of Berlin Falls Park Advisory Committee will be Thursday, September 20th 6:00 pm - 8:30 pm at Town Hall.

TOWN OF BERLIN
NAMING AND RE-NAMING TOWN PROPERTY POLICY

Section 1 – Purpose

The purpose of this policy is to provide criteria for the Town of Berlin (“Town”) to provide a fair, consistent and efficient process, while respecting the need for public consultation and legislative approvals, when it wishes to name or rename Town assets such as parks and other real property.

Section 2 -- Scope

1. This policy applies to the following items (“Items”):

- A. Structures
- B. Real property
 - Examples include:
 - Open spaces
 - Parks
 - Memorials

2. The process and criteria included in this policy do not apply to the following:

- A. Town government offices or maintenance and utility buildings
- B. Historically registered properties for which a name has been indicated on a nomination form and accepted for use on a historic register
- C. Public art installations that have been commissioned with a title that serves as the name of the piece
- D. Town, County, State, or Federal roads and highways
- E. Private property

3. This policy is not retroactive.

Section 3 – Procedures for Considering Names

1.

A. Existing Items:

Individuals or organizations may request a name for an existing Item by submitting a written request to the Town Administrator. Staff will review the request for consistency with this policy and if it is consistent, process the request in accordance with the procedures contained herein.

B. New Items:

To develop a broad array of ideas and to encourage community participation in the naming process, the Mayor and Council may direct the Town Administrator to publicly solicit ideas for naming new Items as soon as practical in the development or purchase process.

2. The Town Administrator shall:
 - A. Review existing names to avoid duplication, confusion, or inappropriateness.
 - B. Confer with the local 911 authority for consistency with Emergency 911 requirements.
 - C. Refer requests to name or re-name Items to the appropriate Board or Commission for recommendation to the Mayor and Council.
3. The Mayor and Council shall hold a minimum of one public hearing, in a manner consistent with current law, to receive comments on all naming or re-naming requests. Items shall be named by Resolution.
4. Upon Mayor and Council approval, Town staff shall design the appropriate plaque, sign, or other identification in a manner consistent with existing signage and ensure installation meets all Town requirements

Section 4 – Criteria for Names

The Mayor and Council shall use the following criteria when considering name proposals:

1. Context and geographical location
Items should be given names that directly reflect or are contextually related to the history of the site or surrounding area.
2. Natural or geological features
Names may be based on distinctive, predominant, and defining natural features of an area.
3. Historical significance
The name may be associated with:
 - A. A historically significant event or for events reflecting broad patterns of Town history.
 - B. The lives of persons of Town wide significance in Berlin's past.
 - C. A distinctive architectural, engineering, or technological achievement.
 - D. An existing or proposed registered historic property or district.
4. Contributions
 - A. Items may be named for an individual or organization if that individual or organization has made a significant direct property or monetary contribution to the Town for the construction or development of the Item, especially if the naming is a stipulation of the donation.

- B. Items may be named for an individual if that individual has made a recognized, outstanding public service contribution.
5. Portions of a property may have another name other than that of the entire property.
6. Items shall not ordinarily be named for living individuals.
7. The name cannot be:
 - A. Already in use
 - B. Similar to a name or names already in use

Section 5 – Renaming

Organizations and individuals are encouraged to consider alternatives to re-naming an Item in an effort to commemorate the lives of important community members or historical figures and events:

Examples of alternative naming opportunities include:

- Interpretive plaques at key locations
- Sidewalk bricks or inserts
- Benches