



PARKS COMMISSION AGENDA

**February 5, 2019, 5:30 PM
Berlin Town Hall Conference Room**

1. Approval of Minutes of November 6, 2018
2. New Business:
 - a) Program Open Space FY20 Development Plan
 - b) Performance Measures
 - c) Worcester County Recreation and Parks potential programs
3. Updates on Projects/Activities:
 - a) Just Walk Survey
 - b) Tennis Courts
4. Events Planning
 - a) Clean-Up Day/Take Pride in Berlin Week – April 20-27, 2019
 - i) Comcast Cares Day
 - b) Spring Celebration – Saturday, April 20, 2019
5. Berlin Falls Park – Bruce Hyder
6. Berlin Youth Program
7. Other

Next Meeting: Tuesday, March 5, 2019

Save-the-Date:

Clean-Up Day/Take Pride in Berlin Week – April 20-27, 2019
Spring Celebration – Saturday, April 20, 2019
Spring Just Walk - Saturday, May 4, 2019
Movie Night SDP – Saturday, June 29, 2019 – “The Lion King”
Movie Night WHP – Saturday, July 13, 2019
Movie Night SDP – Saturday, July 27, 2019
National Night Out – Tuesday, August 6, 2019
Movie Night WHP – Saturday, August 10, 2019
Fall Just Walk – Saturday, November 2, 2019

**TOWN HALL
10 WILLIAM STREET
2nd FLOOR CONFERENCE ROOM**

MINUTES – PARKS COMMISSION
November 6, 2018

The meeting of the Parks Commission for Tuesday, November 6, 2018 was called to order at 5:30 PM. Parks Commission members present were Patricia Dufendach, Sarah Hooper and Bruce Hyder. Administrative Services Director Mary Bohlen was also present, as well as Consultant David Deutsch. Chair Mike Wiley and Commission member Loretta Brown-Briddell had informed Ms. Bohlen that they would be absent.

Ms. Dufendach moved to approve the minutes of October 2, 2018 as written. Approval was unanimous.

Ms. Bohlen reminded the Commission of the two events scheduled for the coming Saturday, November 10, 2018. Just Walk would start at 8:30 AM and Ms. Bohlen asked that everyone be present at 8:00 AM to assist with setup and sprucing up of the trails. She noted that the Health Department would be present and that they were working on getting other agencies involved. The Parks Commission would hold the free raffle for a FitBit but would not have a giveaway this time. Ms. Dufendach indicated that she would have red poppies to give out in honor of Veterans Day. Ms. Bohlen also noted the ribbon cutting for the Tennis Courts would be at 11 AM following Just Walk.

Ms. Bohlen indicated that a walkthrough of the tennis courts was scheduled for Wednesday, November 7, 2018. There were several cosmetic issues to be addressed as well as minor items such as gate latches and confirmation of appropriate measurements for ADA and industry standards. Signage would be ordered as soon as possible but would not be in place in time for Saturday.

Mr. Deutsch provided an update on Berlin Falls Park. He noted that a ribbon cutting for the interpretative signage had been held a few weeks prior. Representatives of the YMCA had been present at the October Meeting; this topic was very much in early stages and no decisions were to be expected for some time. Discussion of the naming of the park as well as the possibility of building a bridge between the Senior Center and the Park. A Request for Proposals was getting ready to be issued with a due date of December 7, 2018; the RFP would be for the demolition and removal of seven buildings currently on the property. Discussion of the need for an entrance sign followed; it was noted that, because a permanent name was not yet decided on, it was difficult to address the most appropriate way to “sign” the entrance.

Ms. Bohlen noted that the new Youth Program Coordinator was scheduled to begin work later in November. Steve Taylor of Worcester Youth and Family Counseling had indicated that he would have that individual contact Ms. Bohlen.

There was brief discussion of 2019 events. Ms. Bohlen noted that she was discussing possibilities for Comcast Cares Day with a representative of Comcast and that the possible projects included a landscaping wall around the flower bed in the Nature Trail Parking Lot and demonstrations of building insect hotels.

The next meeting was scheduled for Tuesday, December 4, 2018. The January 2019 meeting was scheduled for Tuesday, January 1, 2019, which is a holiday; later discussion would be held on whether to hold that meeting.

Ms. Dufendach moved to adjourn the meeting and approval was unanimous. The meeting adjourned at approximately 5:55 PM.

Respectfully Submitted,



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

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

<u>Sponsor</u>		<u>Project Name, Project Description</u>		<u>Acreege 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	70 +/-	\$45,000	\$4,500	\$40,500	
	Purchase of amenities (benches, picnic tables, waste receptacles, etc.)							
4	John Howard Burbage	Map 300	Parcel 1629	+/- .5				
	Development of complete specs for improvements				\$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	
TOTALS					\$303,450	\$30,345	\$273,105	



Fall Just Walk Berlin 2018

Thank you for participating in the **Fall Just Walk Berlin** sponsored by the Berlin Parks Commission and the Worcester County Health Department. We value your thoughts, suggestions, and ideas. In order to help us evaluate the walk, we would like for you to answer the following questions.

1. How did you hear about the event?

- | | |
|----------------------------------|---------------------------------|
| a. News release | e. Friend/family member//////// |
| b. Advertisement, flyer / | f. Email//// |
| c. Website | g. Other: // _____ |
| d. Social Media/Facebook//////// | work: Taylor Bank |

2. Please rate the following:

Item	Above Satisfactory	Satisfactory	Unsatisfactory
Location	///////// 15	//// 4 (rain)	
Course Length	///////// 17	// 2	
Vendor Information	///////// 14	// 2	

3. Please feel free to make comments as to how we can improve this event.

- | | |
|--|-----------------------------|
| Thank you! | Great event and informative |
| A beautiful event | Very nice time and walk |
| Very nice | This was a great event |
| People appeared to have problems understanding/reading the map- consider creating an app that can be used on phones so they can find their way | |

Thank you for taking the time to complete this survey