

PARKS COMMISSION AGENDA

**November 1, 2016, 5:30 PM
Berlin Town Hall Conference Room**

1. Approval of Minutes of October 4, 2016
2. Presentation:
 - a) Laura Allen, Town Administrator – International Fellows trip to the Philippines
3. Events:
 - a) Fall Just Walk –Saturday, November 12, 9-11 AM
 - b) 2017 Events
 - April 22-29, 2017 Take Pride in Berlin Week
 - April 22 – Clean-Up Berlin Day
 - May 6 – Spring Just Walk, Berlin!
 - June 17 – Outdoor Movie Night, Downtown
 - July 1 – Outdoor Movie Night, Stephen Decatur Park
 - July 15 – Outdoor Movie Night, Henry Park
 - July 29 – Outdoor Movie Night, Stephen Decatur Park
 - August 12 – Outdoor Movie Night, Henry Park
 - August 26 – Outdoor Movie Night, Downtown
 - October 21 – Outdoor Movie Night, TBA
 - November 11 – Fall Just Walk, Berlin!
4. Updates on Ongoing Projects:
 - a) Tennis Courts
 - b) Henry Park Permanent Restrooms
5. Berlin Youth Program Update
6. Other
 - a) Basketball Courts Lighting - Discussion
 - b) Request from Worcester Technical High School student

MINUTES – PARKS COMMISSION
October 4, 2016

The meeting of the Parks Commission for Tuesday, October 4, 2016 was called to order at 5:30 PM. Chair Mike Wiley, Loretta Briddell, Patricia Dufendach, Sarah Hooper and Bruce Wiley were present as well as Administrative Services Director Mary Bohlen and certified Playground Inspector Sean Cooper. Berlin Youth Program Coordinator Amanda Chaffee and Arts and Entertainment Committee members Heather Layton and Robin Tomaselli were also present. Christen Barbierrri of the Worcester County Health Department was also present.

The Minutes of September 13, 2016 were reviewed. Ms. Dufendach moved to approve the Minutes as written and approval was unanimous.

Ms. Bohlen noted that the Fall Just Walk Berlin event was scheduled for Saturday, November 12, 2016 from 9-11 AM and asked the Parks Commission members to meet in Stephen Decatur Park at 8:30 AM to spruce up the trails. Ms. Bohlen noted that there would be towels and informational walking wallet cards given out as well as a raffle for a new FitBit. Christen Barbierrri noted that the Health Department would also be providing health assessments, which would depend on the temperature. Ms. Bohlen and Ms. Dufendach would stencil the route before the event.

Discussion followed regarding the 2017 Outdoor Movie Nights. Ms. Layton and Ms. Tomaselli noted that SonRise church had offered to allow the use of their equipment for the movie nights, which would result in a considerable savings; without rental of equipment, the only cost would be for the movie itself and the licensing. Dates of June 17, July 1, July 15, July 29, August 12 and August 26, 2017 were tentatively established, following the same rotation between downtown, Stephen Decatur Park and William Henry Park. Discussion followed regarding holding at least one "sing-along" night and possibly scheduling a movie close to Halloween. "Rocky Horror Picture Show" was discussed, though it was noted that SonRise may not wish to participate on that occasion. Discussion of clearly establishing that showing as an "adult-only" night also followed. No final decisions were made at this meeting.

Ms. Bohlen noted that Ms. Allen asked that her presentation be moved to the November meeting.

Ms. Bohlen indicated that she was still waiting for a response from USTA on the tennis courts and that she anticipated making initial contact with pre-fabricated restroom manufacturers soon regarding the Henry Park Restrooms.

Ms. Chaffee discussed the Youth Program's upcoming participation in Oktoberfest when they would be offering pumpkin painting, sand art, scarecrow making and a moon bounce. She also noted that volunteers were needed for the United Spirit Christmas Campaign and that they were planning a family game night.

Mr. Cooper provided an update on maintenance and repairs in the parks. Discussion followed regarding the area of the edible forest and what steps needed to be taken, and when, to establish a wildflower area.

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

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Mary T. Bohlen".

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

Mary Bohlen

From: Mary Bohlen
Sent: Wednesday, October 26, 2016 4:58 PM
To: Laura Allen (lallen@berlinmd.gov)
Subject: Basketball Courts

Here is a quick survey I've come up with. I'm checking with Tim about the light timer – he said that it can only be set for a certain amount of time, but I wonder if it can be turned on at any time – i.e. at 2 AM.

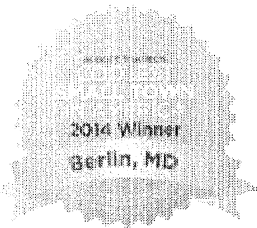
Basketball Courts Lighting

In response to park users requests, the Town is considering adding lighting to the basketball courts in Dr. William Henry Park. We are asking the residents in the immediate area for their input on whether or not lights should be installed. If the lights are installed, the park rules for Henry Park could be the same as for the tennis courts in Stephen Decatur Park; the rest of the park will be "closed" at sundown and only the basketball courts would be available for use after sundown and no later than 11:00 PM. The lights would be on a timer, so that they will only be on if someone turns them on and they will automatically turn off after a set period of time.

Please respond to the questions below by circling your response:

1. I am in favor of installing lights at the William Henry Park Basketball Courts: Yes No
2. If lights are installed, the courts should close at: 11:00 PM 10:00 PM 9:00 PM

If you wish, please comment: _____



Mary T. Bohlen – Administrative Services Director
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Mary Bohlen

From: Michelle Townsend
Sent: Wednesday, October 26, 2016 9:04 AM
To: Mary Bohlen
Subject: FW: Park Benches



Michelle Townsend - CSR
Town of Berlin | 10 William Street | Berlin, Maryland 21811-1233
O: 410-641-4313 | F: 410-641-2316 | W: www.berlinmd.gov |
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From: Emma Leo [<mailto:emmanldh17@gmail.com>]
Sent: Wednesday, October 26, 2016 8:48 AM
To: Michelle Townsend
Subject: Park Benches

Hello, my name is Emma Leo and I am in the engineering program at Worcester Technical High School. For my capstone project, my group and I have decided to build a park bench that would double as a place for the homeless to sleep or protect themselves from the elements. It could also just serve the purpose of being warm and dry for regular civilians. I would like to know if you would consider implementing something like this in your town's public areas. Thank you for your time!