



PARKS COMMISSION
Tuesday, May 4, 2021
5:30 PM

EFFECTIVE 05/03/2021: BY ORDER OF MAYOR ZACK TYNDALL: All Board and Commission Meetings will be held in-person with NO public in attendance and will be streamed live on Facebook for viewing only.

Meeting packets will be posted by 5:00 p.m. on the Friday before the meeting.

- Advance questions will be accepted until 12:00 PM/NOON on the day of the meeting. Submit to:
 - Email: info@berlinmd.gov; please use Meeting Questions as your subject
 - Fax: 410-641-2316
 - Mail: Berlin Town Hall, Attn: Meeting Questions, 10 William St., Berlin, MD 21811. Mail should be posted no later close of business on the Friday before the meeting to help ensure delivery.
 - Drop boxes Town Hall – one is at the rear of the building on the parking lot, and the other is at the corner of Bay and Williams Street on the building.
- Questions and Comments during the meeting:
 - Unless a Public Hearing is being held, questions and comments will NOT be taken via Facebook.
- **PUBLIC HEARINGS**: If a public hearing is scheduled, questions will also be taken via Facebook during the Public Hearing portion of that meeting. A staff member will monitor the questions for duplicates, language, and appropriateness to the Public Hearing topic. Responses will be given out loud via the live stream; they WILL NOT be given via the comments on Facebook.

Meeting attendance will be limited to Board and Commission members, authorized personnel, and presenters as appropriate.

To watch the Meeting on Facebook, please click on the blue Facebook icon at the top of any page on the Town website, www.berlinmd.gov, or type @berlinmd in the Facebook search bar.

Your patience and understanding as we work to meet the restrictions on gatherings while still conducting Town business is truly appreciated.

To receive future meeting notifications directly to your email, please sign-up at the bottom of any page on [our website](#).



PARKS COMMISSION AGENDA

May 4, 2021, 5:30 PM

1. Approval of Minutes of March 2, 2021
2. Old Business
 - a) Burbage Park Utility locate results
 - b) ACT Coast Kids Signage – Raingarden Henry Park
3. New Business
 - a) Events Approved by Mayor & Council:
 - i) Grace Center Motherhood Walk – Tentative for September 11 or 25
 - ii) Worcester Recreation Summer Basketball – Saturdays, June 5-July 24
 - b) Painting Henry Park Basketball Courts Community Project – Adrian Bowen, Tony Weeg
 - c) Disc Golf, Stephen Decatur Park – Austin Widdowson
4. Berlin Youth Program Update
5. Other

Upcoming Meeting Schedule:

Tuesday, July 6, 2021

*Tuesday, August 3, 2021: National Night Out

Tuesday, September 7, 2021

Tuesday, November 2, 2021

MINUTES – PARKS COMMISSION
March 2, 2021

The meeting of the Parks Commission for Tuesday, March 2, 2021 was called to order at 5:30 PM. Parks Commission members present were Chair Mike Wiley, Patricia Dufendach, Sarah Hooper, and Laura Stearns, as well as Deputy Town Administrator Mary Bohlen. Also present were Town Administrator Jeff Fleetwood, Incoming Public Works Superintendent Jimmy Charles, Kelly Buchanan of Worcester Recreation and Parks, Tony Weeg of We Heart Berlin, and Jennifer Leggour of Worcester Youth and Family Counseling. Bruce Hyder had notified Ms. Bohlen that he would be absent.

Due to the ongoing Coronavirus/Covid-19 State of Emergency, this meeting was held virtually via Zoom and broadcast live via Facebook.

Ms. Dufendach moved to approve the Minutes of November 3, 2020, Ms. Hooper seconded, and approval was unanimous.

Ms. Bohlen brought the Commission's attention to the draft of the Berlin Parks Commission Commemorative Program. She noted that Mayor Tyndall and she had discussed several aspects of the proposed program for which he had expressed concerns. Ms. Bohlen requested any questions or comments from the Commission members and noted that, because spring and early summer was a particularly busy time for the Mayor and Council, she would not bring the program to them for final approval until after July 1, 2021. With no discussion from the Commission, Ms. Dufendach moved to approve the program as written and to move forward with presentation to the Mayor and Council. Ms. Hooper seconded the motion and approval was unanimous.

Ms. Buchanan presented the Worcester Recreation and Parks request to hold Spring Tennis Clinics on May 11 and 18, 2021. She noted that they were not planning to offer the drop-in programming, as had been done in previous years, at this time. Ms. Dufendach moved to approve the request as presented and Mr. Wiley seconded. Approval was unanimous and Ms. Bohlen noted that this item was on the agenda for the March 8, 2021 Mayor and Council Meeting for final approval.

Mr. Weeg discussed a concept for the installation of ping pong tables at Burbage Park. He noted that his concept included permeable concrete pads, fencing and parking, as well as potentially replacing the existing bench and, hopefully, working with a local source for the provision of the tables themselves. Mr. Fleetwood asked Mr. Weeg if he had a cost estimate and if he had given thought to future maintenance; Mr. Weeg indicated he estimated the cost for the tables and pads to be approximately \$15,000 and that he had little expectation for ongoing maintenance aside from grass cutting.

Ms. Bohlen noted that the first step should be to have Miss Utility on site to determine if there are any underground utilities that would impact the development of the park. The Town would also need to have a professional engineer determine if the site was suitable for the proposed project and reminded all that the Parks Commission is an advisory committee to the Mayor and Council and does not have spending authority; final approval would have to come from the Mayor and Council. Mr. Weeg also noted that he was in the process of establishing We Heart Berlin as an official non-profit and had begun raising funds for the project. He also noted that a formal agreement would need to be developed between the Town and We Heart Berlin. Discussion continued. Mr. Weeg also indicated that he did not want to wait for grant funding to be approved, but instead hoped to fund the project through We Heart Berlin and the Town. He also intended to work with Assateague Coastal Trust for appropriate landscaping.

Ms. Bohlen indicated that she would move forward with the utility locate and that Mayor Tyndall intended to speak with John Howard Burbage's family regarding the park. She also reiterated that final determination of priorities for all of the Town's parks, as well as the allocation of funding, was at the discretion of the Mayor and Council.

Ms. Bohlen apologized for not having introduced Mr. Charles to the Commission at the start of the meeting. She explained that the current Public Works Superintendent, Dave Wheaton would be retiring at the end of March and Mr. Charles would be taking that position.

Ms. Bohlen indicated that, at this time, the Parks Commission would not participate in the Spring Celebration, which was not going to include the festival-type activities, nor would they hold Clean-Up Day or Just Walk Berlin due to the ongoing pandemic. The next scheduled event in which the Parks Commission generally participated would be National Night Out and it was unknown at this time whether that event would be held.

Ms. Leggour provided updates for the 2020 activities of the Berlin Youth Program noting that their virtual platform for the youth club had been very successful, with 16 children officially registered, but that, with the addition of siblings and caregivers, many more had actually participated in the virtual activities. Ms. Dufendach thanked Ms. Leggour and Worcester Youth and Family for their adapting to the pandemic so well. Ms. Leggour also noted their participation with the Berlin Police Department in a school supply giveaway. They also joined Trunk-or-Treat in Ocean Pines for Halloween and Ice, Ice Berlin in November by giving hot cocoa and craft bags, as well as giving away family game night bags in December for Youth Club participants. Finally, Ms. Leggour provided a summary of the virtual Summer Camp 2020 and noted that they are starting recruitment for 2021.

Mr. Fleetwood noted that a group called "Restore the Shore" would be working the coming weekend to clean up in Henry Park and ditches in the surrounding neighborhood. This was a volunteer effort and would include a dumpster placed in Henry Park courtesy of Seagull Disposal.

Ms. Bohlen noted that Worcester County Health Department was sponsoring a self-guided scavenger hunt in Stephen Decatur Park and other Worcester County parks from April 5 to 11.

Mr. Wiley noted that he had met with Mr. Charles the prior week and they had toured the parks, discussing some of the areas that needed to be addressed in the warmer months. Mr. Charles thanked Mr. Wiley and noted that a particular catch basin that they had discussed as a potential hazard had been addressed.

Mr. Wiley also noted that he had invited the newly elected Councilmembers to tour the parks in the near future as well.

Ms. Bohlen noted that the next meeting was scheduled for Tuesday, May 4, 2021.

With no further items for discussion, Mr. Wiley moved to adjourn the meeting at approximately 6:10 PM. Ms. Dufendach seconded, and approval was unanimous.

Respectfully Submitted,



Mary T. Bohlen
Deputy Town Administrator
Liaison to the Parks Commission



Maverick Nichols

Rain gardens not only help to reduce runoff and filter pollutants, but they are also beneficial to native pollinator insects, like bees and butterflies.

In time, perennial plants establish deep root system that encourage infiltration through the soil layers while absorbing nutrients.

HENRY PARK RAIN GARDEN



Josie Orr

This low lying area is often inundated with precipitation run off from Route 113. The Henry Park Rain Garden was planted with native plant and flower species such as Bee Balm, Blue Flag Iris, Butterfly Milkweed, and Cardinal Flower.



Emma Jones



Tristan Arne









