

**Park Advisory Board  
Minutes  
February 4, 2020**

The February 4, 2020 Park Advisory Board (PAB) meeting was called to order by Mike Whitehill, Chair at 6:13 p.m. in the Town Hall meeting room, 101 Lawyers Row. The following members and staff were present: Mike Whitehill, Chair; Priscilla Mileski, Vice Chair; Sandy Simpson, Secretary; Katie Cook, Member; Steve Walls, Town Manager; and Norma Robinson, Administrative Assistant.

**Review and Approval of Previous Minutes:**

- Ms. Mileski made a motion, which was seconded by Ms. Simpson, to approve the January 7, 2020 meeting minutes as presented. The motion passed unanimously.

**Citizens Comments:**

- None

**Appearances:**

- None

**Old Business:**

- Mr. Whitehill advised that the signs for the 'Pop Taylor Park' have been installed.
- Mr. Whitehill advised that the hydrants have been installed at the Wharf Park. The power towers have arrived and are stored at the DPW facility until they are ready to be installed.
- Ms. Robinson submitted a revised list of PAB goals, planned projects and future work for the board to review.
- Mr. Whitehill advised that the Town has a three-year contract with Southeast Lawn and Landscape with a two-year renewable clause. Mr. Whitehill suggested that the renewal clause be amended to include landscaping at the Centreville Wharf. After discussion, Ms. Mileski made a motion, which was seconded by Ms. Simpson, to submit a request to the Town Council to renew the current landscape agreement with Southeast Lawn and Landscape and to amend the agreement to include landscaping at the Centreville Wharf.
- Ms. Mileski advised that she met with Rick Strittmater from Queen Anne's County Arts Council who is willing to assist the PAB with seeking grant funding for artwork or a sculpture for Millstream Park or the Centreville Wharf.

**New Business:**

- Mr. Whitehill gave an overview of the Annual Tree Board meeting.
- Ms. Robinson advised that Mr. Scott with Character Counts at Kennard Elementary School would like to attend a PAB meeting to discuss community service programs for students. Mr. Whitehill asked Ms. Robinson to invite Mr. Scott to the next meeting to discuss the project. Conversation from the meeting would be shared with the Town's Public Works Department and Town Council.
- Ms. Robinson stated that in 2018 the PAB discussed changes to the cost and the refundable fee for the use of the Town's Parks. Mr. Whitehill asked for further research of nearby parks.

**Discussion:**

- None

**Reports:**

- None

**Announcements and events:**

- A list of announcements and upcoming events were included in the PAB packet.
- Town Hall will be closed on Monday, February 17, 2020.

**Adjournment:**

Ms. Mileski made a motion, which was seconded by Ms. Simpson, to adjourn. The motion passed unanimously and the PAB meeting adjourned at 6:50 p.m. The next PAB meeting is scheduled for March 3, 2020 at 6:00 p.m.

Respectfully Submitted,



Norma Robinson, Administrative Assistant

**Action Items:**

1. Approved the January 7, 2020 PAB minutes.
2. Recommended a second-year approval of landscape services with Southeast Lawn and Landscape.
3. Recommended the landscape agreement be amended to include the Centreville Wharf.