



*Borough of Sinking Spring*  
**BOSS FORWARD**  
**REVITALIZATION COMMITTEE**  
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**SINKING SPRING**  
**BOSS FORWARD REVITALIZATION COMMITTEE**  
**BOARD OF DIRECTORS**

**MEETING MINUTES**  
**MARCH 21, 2023**

**Call to Order**

Merlin Weaver (BOSS President) called the meeting to order at 7:10 PM at the Borough of Sinking Spring Council Chambers, 3940 Penn Avenue, 19608.

**Present**

Merlin Weaver (President-Compass Realty-ED)  
Lisa Gantner (Treasurer-SSB Recreation-D/SCG)  
Mike Hart (Member-Borough Manager-ED)  
Robert Metzger (Member-SSB Econ Comm-ED)  
Jaime Perez (Member-Keller/Williams Realtor-P)  
Sam Loth (BOSS Coordinator)

***Note: Teams: ED-Economic, D/SCG-Design/Safe-Clean-Green, P-Promotion***

**Absent**

Brian Hoffa (Member-Chair SSB Econ Comm-P) UA  
Bernie Campbell (Vice President-Whirley Drinks-ED) A

**A Quorum WAS present.**

**Meeting Minutes**

**MOTION to approve the Meeting Minutes of February 21, 2023 by Jaime Perez. Second by Lisa Gantner. Motion Passed 5 Yea 0 Nay 2 Absent.**

**Treasurer's Report**

Lisa Gantner: The Treasurer reported that the BOSS balance through March 15, 2023 is \$ 2,612.53.

Sam Loth: Has Ms. Gantner been repaid the \$150 owed her for LOCUS Annual Dues? Merlin replied Yes.

Sam Loth: Asked for contact information for the SGA LOCUS division. Lisa said she sent the information in August.

Sam will search his Outlook Inbox.

**MOTION to approve the Treasurer's Report through March 15, 2023 as presented by Mike Hart. Second by Robert Metzger. Motion passed 5 Yea 0 Nay 2 Absent.**

## **BOSS PROJECTS**

### **BOSS Forward Website ([www.bossforward.org](http://www.bossforward.org))**

- Jaime Perez: There appears to be some confusion over who 'owns' the BOSS Facebook Page, [www.facebook.com/boss2020/](http://www.facebook.com/boss2020/).
- Lisa Gantner: I have been administering the BOSS Facebook Page. I am unsure of the ownership protocols?
- Robert Metzger: I have the original vector graphics for the BOSS Forward Letterhead design. I can send this along to Jaime.
- Jaime Perez: I am volunteering to assist Lisa with the BOSS Facebook Page.
- Sam Loth: Lisa wanted to offer information to all BOSS/Borough Facebook Page viewers that the new BOSS website, [www.bossforward.org](http://www.bossforward.org) has been soft-launched. Has that occurred? Lisa replied Yes.
- Sam Loth: Jaime was interested in sending a notice to Borough employees regarding the soft-launch. Is that also underway?
- Jaime Perez: I suggest that MP Graphics design a poster that can be displayed, announcing the BOSS Website. He can add a QR Code to the poster to promote the new website. Merlin echoed his support for this idea.
- Sam Loth: Regarding the website Business Directory, have we seen evidence that businesses are responding to the website and updating their directory information?
- Robert Metzger: I will ask MP Graphics about this 'data collection' opportunity and report at our April 21<sup>st</sup> BOSS meeting. I will also ask MP about adding email accounts for BoD members onto the website.

**BOSS Consensus: Allow the website to percolate through June 2023 to learn what is working. Then, introduce new ideas and adjustments where needed/wanted.**

### **New Town Center Redevelopment Project**

- Robert Metzger: The new D-1 Design Guidelines are being developed by the BOSS Design Guidelines Sub-committee chaired by Tammy Rider, a current member of the SSB Planning Commission. She and other Sub-committee members (Sue Marshall-Brian Marshall-Lisa Gantner) will complete a draft, send this to the SSB Planning Commission and then to Borough Council for review and approval. The Sub-committee is using the Boyertown 'design guidelines' as a template.

**BOSS Consensus: Review the draft design guidelines once completed and prior to forwarding the draft to the SSB Planning Commission.**

### **BOSS Business Alliance**

- Sam Loth: Jaime, how do you propose to reach out to all SSB businesses regarding a Borough-wide Alliance?
- Jaime Perez: We can use a CRM System protocol for outreach.
- Sam Loth: We have at least 14 Façade grant recipients from Round 1. These owners received funding through the program, therefore they are good candidates to comprise the core group of 'Business Alliance' members.

**BOSS Consensus: Sam will provide Jaime with the contact information for the Round 1 grant recipients.**

## **BOSS CENTRAL BUSINESS DISTRICT INFRASTRUCTURE IMPROVEMENT PROJECT (CBD-IIP)**

### **Phase 2-A 'Swing' Construction Project**

- Mike Hart: PennDOT has reinstated the Borough's H.O.P. after Senator Judy Schwank's office contacted District 5-0 with their concerns. We expect to restart construction in April.
- Sam Loth: Can you still finish Phase 2-A by the end of the year?
- Mike Hart: Yes, I believe we can still meet that projection.

### **Phase 2-B 'Full' Construction Project**

- Sam Loth: Can we still expect to begin construction on Phase 2-B in the spring of 2024? Can we finish this construction by the end of 2024?

- Mike Hart: Yes, I believe we can still meet those projections as well. DCED has notified the Borough that it has extended both the \$1 Million and \$1.1 Million dollar Multimodal Transportation Fund grants which we will use to fund the construction of Phase 2-B.

### **Phase 3-A, 3-B and 3-C Main Street Through-Street / Grant Application Timeline**

- Sam Loth: We will need to start fresh on funding awards for Phases 3-A, B and C (BOSS through-street) this year. I will present a list of grant programs to begin this process at the April BOSS meeting.

**BOSS CONSENSUS: Sam Loth will present a Matrix and Grant Schedule in April 2023.**

### **Phase 3 SCTA/BOSS Intermodal Transportation Center – Mobility Hub**

- Sam Loth: As part of my planning for Phase 3/Phase 4-B, I want to reach out to the SCTA again about their interest in a Mobility Hub within our project. I'll prepare a letter for Merlin's signature which we can send to the SCTA and Stakeholders.

### **Phase 4-A PennDOT Redesign of Penn/Shillington/Mull Intersection**

- Mike Hart: The PennDOT design for an entry/exit driveway to provide access to businesses has been shared with the Borough.
- Sam Loth: Is the rear alleyway access design meant to be permanent or will we revert to the original BOSS 2020 design eventually?
- Mike Hart: No, the alleyway access is temporary and yes we will focus on the old roadway design eventually.

### **Old Business**

#### **Imagine Berks County Master Plan**

- Jaime Perez: The Committee overseeing the Plan's implementation have discovered that many municipalities in Berks County require assistance with planning, process and funding projects that are part of the Plan. The Commissioners are reviewing these needs.

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#### **Adjourn**

**MOTION to Adjourn at 8:30 PM by Robert Metzger. Meeting Adjourned.**

**NEXT 'LIVE' MEETING**  
**Tuesday, April 21, 2023 at 7:00 PM**  
**Borough Council Chambers**