



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

**MEETING MINUTES**  
**AUGUST 15, 2023**

**Call to Order**

The meeting was called to order by Merlin Weaver (BOSS President) at 7:00 PM in Sinking Spring Borough Council Chambers, 3940 Penn Avenue, 19608.

**Present**

Merlin Weaver (President-Compass Realty-ED)  
Mike Hart (Member-Borough Manager-ED)  
Brian Hoffa (Member-Council Econ Dev-P)  
Bernie Campbell (Member-Whirley Drinks-ED)  
Sam Loth (BOSS Coordinator)

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

**Absent**

Robert Metzger (Member-SSB Econ Dev-ED) A  
Lisa Gantner (Treasurer-SSB Recreation-D/SCG) A  
Jaime Perez (Member-Berks Redevelopment Authority-P) A

**A QUORUM WAS PRESENT**

**Meeting Minutes**

**Motion to Approve the meeting minutes of July 18, 2023 by Brian Hoffa. Second by Mike Hart.**  
Motion passed 4 Yes - 0 No - 3 Absent.

**Treasurer's Report**

- Merlin Weaver: Lisa Gantner is not present tonight. Table the Treasurer's Report to Tuesday, September 19, 2023.

**BOSS PROJECTS**

**New Town Center Redevelopment Project**

**Design Guidelines**

- Brian Hoffa: The final draft guidelines are completed and ready to be presented to the SSB Planning Commission at their upcoming meeting on Tuesday, August 22, 2023.

### SCTA Mobility Hub/BOSS Intermodal Transportation Center

- Sam Loth: A second meeting of the Ad-hoc Planning Group will be scheduled for September 6, 2023 at 12:Noon in SSB Hall.
- Sam Loth: Jeff Glisson was tasked with contacting David Hunter at BCPC to identify a representative of the County on the planning group. I haven't heard from Jeff on this item, therefore I contacted Alan Piper who can represent the Berks County Planning Commission AND the Regional Area Transportation Sub-committee (RATS). Alan will attend the 9/6/23 meeting.
- Mike Hart: BOSS was tasked with determining the amount of square footage needed for a new Municipal Building that would be attached to the *Hub/Center* structure. Mike believes the footprint should be 25,000 square feet for a 3-story building.
- Brian Hoffa: The SCTA likely is envisioning a simplified version of a Mobility Hub, at least to begin with.
- Mike Hart: Our Intermodal Transportation Center should be built over the Mobility Hub footprint. I believe we should plan big meaning, start with a 3-story parking garage that accommodates all forms of transportation.
- Bernie Campbell: What should we expect from a *Hub/Center*?
- Sam Loth: Parking for residents of the New Town Center, business employees, park & ride users, NTC visitors/shoppers (dining & entertainment) and more. Intermodal support such as a bicycle park/repair station, ride-share facilities, public rest stations, a convenience store (e.g. Wawa) and other retail/service businesses that are appropriate.
- Sam Loth: As I mentioned previously, a business such as a 'Movie Tavern' or an entertainment center housing multi-adult activities (e.g. concerts, dining, hands-on sports, more) would be appropriate located adjacent to the RR tracks (noise reduction).
- Bernie Campbell: If we are going to build a large *Hub/Center*, shouldn't BOSS be lobbying for passenger rail service to Sinking Spring?
- Mike Hart: Contact Fred Levering; BOSS drafts a letter to the Schuylkill Valley Metro organizing committee requesting a review of passenger rail service through Sinking Spring.

### BOSS Business Alliance

#### Penn Avenue Outreach

- Sam Loth: Merlin and I are continuing to develop a strategy for Penn Avenue business owner outreach.

### Central Business District Infrastructure Improvement Project (CBD-IIP)

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

- Mike Hart: This project will be completed by December 2023.

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

- Mike Hart: This project is nearing final engineering. On schedule to be built in 2024.

#### Phase 3-A Main Street Grant Application

- Sam Loth: The BoD has approved an application to create infrastructure planning for the proposed new through-street (Main Street). The PA DCED Municipal Assistance Program will be the funding program BOSS applies for. There is no deadline/the local match is 50%.

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

- Mike Hart: Ken Pick (Berks County Redevelopment Authority) has designated \$400,000 for the NTC access; to acquire two residential properties along Shillington Road. This would allow PennDOT to design an entry/exit driveway that provides access to businesses at Penn/Shillington but also aligns with the BOSS original official map. This through-street configuration maximizes the space between 'Main Street' and the RR tracks.

### Old Business

#### Penn-South Hull Crosswalk Project

- Sam Loth: BOSS will apply to the PA Local Share Account | Category 4 Facilities Berks County program for funding the crosswalk safety enhancements.

#### Façade Improvement Program

- Sam Loth: Presently there are five (5) projects underway. One approved for construction (Stitzer Apartments) and four (4) projects in scoping.

### New Business

#### BOSS Designation Status

- Merlin Weaver: The Committee reviewed the Keystone Communities Program designations in July. Sam has expanded his research into the PA Downtown Center 'administered' BLUEPRINT Communities Program.
- Sam Loth: There are criteria a community must achieve before being considered for the Blueprint Communities Program. The biggest benefits are no cost to the Borough for training and participation in the program. Should the Borough hire a 'Downtown Manager' in the future, the program allows for the manager to devote 60% of his/her time to downtown and 40% of his/her time to other borough departments. The designation lasts 10 years.

#### Berks Delegation Presentation Event

- Sam Loth: The BOSS Committee has identified **Tuesday, November 21, 2023 at 12:Noon** to schedule the November BOSS meeting. The entire meeting will be devoted to presenting to the Berks County delegation of officials the Sinking Spring revitalization to date and what BOSS has planned for 2023-2024.
- Brian Hoffa: Let's make sure we hold this event with specific support action items that each of our representatives can do to help us. I don't want another meeting with no follow-up actions. Let's outline 3-5 items that each individual representative can do for BOSS.

#### BOSS Quorums & Proxy Voting

- Sam Loth: I remind the BoD that our By-Laws allow for members to 'call-in' to a meeting via telephone and/or computer to cast a vote if they are unable to attend in person. A member may also elect to send a proxy to a meeting for voting and attendance purposes. This clause does not preclude in-person attendance at meetings.

### Adjourn

**MOTION to Adjourn at 8:30 PM by Brian Hoffa.** Meeting Adjourned.

**NEXT MEETING**  
**Tuesday, September 19, 2023 at 7:00 PM**  
**Borough Council Chambers**