



# UPPER MERION TOWNSHIP

## BOARD OF SUPERVISORS

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### BOARD OF SUPERVISORS

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FIRM OF:  
HAMILTON, RUBIN, MULLIN,  
MAXWELL & LUPIN, P.C.

# MINUTES

## Community Center Complex Advisory Board

### May 15, 2018

### 7:30pm

1. Attendance: Greg Waks, Rob DeFelice, Evelyn Ankers, Paul Kubler, GlennAnne Chabala, Hal Lichtman, Glen and Danny Remar
2. Happy belated birthday to Paul
3. Pledge of Allegiance
4. Approval of April 17<sup>th</sup> minutes (not completed)
5. Introduction- Hal Lichtman, Architect of the roof project
  - a. BOS approved \$78K contract for 50K SQ FT roof
  - b. 1<sup>st</sup> phase, pre-design and programming commencing now
  - c. New roof over existing metal roof
  - d. Eliminate and prevent further problems
  - e. Old roof can support new roof in some places, but not others
  - f. Hal did a lot of metal roofs - Large edition on Burlington County Library
  - g. Will install metal standing seam roof – 30-50 years of warranty
  - h. Edges, eaves, gutters replaced
  - i. Downspouts are fairly new
  - j. Will make sure metal comes down over eaves to prevent current leaks
  - k. Will not be taking down existing roof
  - l. Unsure what to do with bag insulation - may put insulation between old and new or do that along with old insulation
  - m. Will be some down time of playing surfaces
    - i. Some stability improvements to existing steel
    - ii. Will require lifts and welders
    - iii. Need to cover floors with fire retardant cloths
    - iv. Plywood and rubber tire lifts will protect the floor
  - n. A publicly bid project – it will be advertised publicly in the paper and on PennBid and Hal will be evaluating bidders to award project
    - i. Three months from now will get out on street for bidding
    - ii. 60-90 days between bids and contract signed

- iii. Will get stretched out until spring. April 2019 anticipated construction start if all goes well
- o. RCAP \$1M grant for roof awarded - anticipated it will cover all the work
- p. Final budget not final yet
  - i. Will have to evaluate all that needs to be done
  - ii. Have to look at underside of deck
  - iii. He doesn't make call – He advises staff and staff makes the call
  - iv. Looking at aesthetics of building and cost of metal roof without metal sheathing
  - v. Unsure how design will change; detailed drawings not done yet; pending investigations and measurements.
- q. TPO roof? Structural analysis shows can't physically put it on top; purlins cannot handle it.
  - i. New structure will be built upon the old beams
  - ii. Will have to put down other product and would be less expensive metal roof. TPO is 20 year warrant
  - iii. Price per square foot, metal is double+ to put down
- r. Pitch change? Perhaps.
  - i. May not need a ridge vent
  - ii. It may only add a hole
  - iii. Will not over-pitch
- s. Stiffening/reinforcing existing purlins instead of replacing
- t. Hal's role is complete oversight on design and responsibility for the complete project
  - i. Will not have on site 24x7 supervision
  - ii. Weekly inspections for progress and compliance with design
  - iii. Hal will not coordinate multiple primes
  - iv. Puts it under General Contractor to coordinate multiple primes
- u. Background checks for contractors on site? Not usually done unless it's a school or state institution
  - i. Will be given strong thought for those working inside
  - ii. May be able to get background checks through police department
- v. Rob, who is happy to have Hal on the job, suggested bidding the insulation separately.
  - i. Will be broken into two primes.
  - ii. Structure bid separately than roofing.
  - iii. Insulation does not require skilled labor
  - iv. Just need a lift and a knife
  - v. It gets complicated breaking it up into multiple contracts
- w. Energy efficiency is in insulation
- x. Will look at relief or recirculation of heat
- y. Need to control condensation between roofs

## 6. Staff Report

- a. Sudha is in India
- b. Michael is zookeeper
- c. Spin lights - Removing and sending back light for replacement
- d. Middle pickleball is lined for badminton (blue) as well

- i. Was based on requests/demand
  - ii. Would like to bring tournament here
  - iii. Would need additional courts
- e. Ping pong table now.
  - i. Requests were made
  - ii. Is open during open gym in far multi-purpose court
  - iii. People have been bringing own paddles/balls
  - iv. Will look into getting paddles and balls
  - v. During Ping Pong and badminton, May 3-6 PM Wednesdays and Fridays and 1-1:45 on Saturdays
  - vi. All open at 6
  - vii. Pickleball ends at 1 on Saturdays, but can play if there's no one waiting for ping pong/badminton
- f. Lower Level Renovation
  - i. Key fob may 21/22
  - ii. June 1<sup>st</sup> will be open
  - iii. Only allowing programs down there for crowd control
- g. UMT Foundation
  - i. No takers on the scholarships yet
  - ii. Vetting and trying to find families who need the scholarship and would use it
- h. Passholder Update
  - i. Total passholders 484 new passholders
  - ii. 2182 total - has gone up
  - iii. Efforts for charter passholders done
  - iv. Pool membership update and open house 5/19
    - 1. Games and snack bar
    - 2. 405 pool members
    - 3. Only had 392 last years at this date
    - 4. 2168 last year
    - 5. Walls painted
    - 6. Adjustments
    - 7. Pump house pipes
    - 8. Eye wash station – sponsored by safety committee of UMT
- i. MyZone – track and spin room on both TVs in spin room and on track
- j. Corporate outreach
  - i. Postcard invitation – UGI, GL Blue, School district, 1 dental office
  - ii. Gerri developed experimental sponsor program
    - 1. Comprehensive – levels
    - 2. Usage, banners, advertisement on all events hosted, in activity guides
    - 3. Highest – Platinum is \$5,000, 4 3-hour uses of a court/room
    - 4. 2<sup>nd</sup> level (Gold) is 2 hours
    - 5. 3<sup>rd</sup> level is 1 hour (\$1K)
    - 6. Also a \$500 and \$250 level.
    - 7. \$1200-1500 usually comes in for Concerts Under the Stars sponsors totaling \$26K
    - 8. Pick an event and put a table

9. \$250 – an event, but less presence at the event
  10. No longer doing it for each event to eliminate the number of asks
  11. Made a long list of companies to call
  12. Sponsorships yearlong and start at the same time
  13. Feb 15<sup>th</sup> will be the deadline
  14. Sponsorship funds will be (community center has not done sponsorship outreach before) generated from Earth Day, Holiday Hoopla, and one other event
  15. Concerts and 4<sup>th</sup> of July are bigger sponsor draws
  16. Will have to be approved by Dan Russell, then Township Manager will have to approve
- iii. Lockheed is playing basketball at a competing facility
    1. GlennAnne will ask contact to bring basketball here for 2-3 games to test the facility
    2. They play at Aspiring Champs (behind Ross Rehab)
    3. Last week they were playing volleyball
    4. Hours 4-5
    5. Doesn't appear to impact current passholder usage peaks
- k. Summer Maintenance
    - i. Will be easier this year
    - ii. Brandon is back
    - iii. Projects, like curtains, have been done gradually
    - iv. Big thing that needs to be done (this year and next)
    - v. 3 courts need a fresh coat. Plan is over Labor Day week
    - vi. May lose a Saturday
    - vii. No programs starting
    - viii. Gerry was not happy with last year's floor vendor.
      1. Blue area in the lane is dull
      2. The first year it didn't lose its sheen
      3. Gerry is aware
    - ix. Gerry working with Don for landscaping – they will plant additional flowers
    - x. CoreCon is township contractor and grass mowing on schedule

## 7. Board of Supervisors Liaison Report

- a. Official clearance that there was a bid placed on the house on the corner
  - i. There were two counteroffers
  - ii. Selling for market price
  - iii. Hope to complete sale soon
  - iv. The house will come down
  - v. Will evaluate all possible uses of the property
  - vi. Recognize parking is a problem, but only a problem 5 or 6 days a year
  - vii. Perhaps a small park
- b. LED sign up again for debate
  - i. Site lines would be better once property under township
  - ii. Sign people know they're on hold
  - iii. Will have to reconvene about sign
- c. Sunday new art exhibit opens

- i. Had a painting sell
  - d. BCA awards will be announced Thursday
    - i. More money going to scholarships than ever before
    - ii. June 5<sup>th</sup> is the BCA Awards Ceremony 5:30
    - iii. Next year BCA amount grows because tied to number of black jack tables and slot machines
- 8. Park and Recreation Advisory Board Liaison Report
  - a. Parks and stream clean ups and rotary tree planting were successful
  - b. Still a few plots open in community garden
    - i. 63 applicants for 60 spaces
    - ii. Wound up carving out additional spaces
- 9. Senior Center Representative Liaison Report
  - a. Paul will meet with Dick McCann
- 10. Old business
  - a. AT&T put in repeaters to boost Wi-Fi
  - b. Will check on pickleball Wednesday nights
  - c. Pickleball every day, not Thursday mornings for court maintenance
  - d. Always striving for balance between customer service and facility care
- 11. New Business
  - a. Social Media Strategy –
    - i. Google reviews positive, negative press on social media will happen
    - ii. Current feedback is equipment is competitive and overcrowded
    - iii. Proposed response template: “I’ll take that feedback back to the other members of the advisory board. We are always looking for ways to improve passholder experience and make sure we are welcoming new passholders at an appropriate rate.”
    - iv. Promote “Did you know” - highlighted things from suggestion box that happened
      - 1. E.g. Foam floor in child watch.
      - 2. Child party turnaround story
    - v. Offer free tours; come at a time of your choosing
    - vi. Time limits for equipment is being enforced on an as-needed basis
  - b. Lifetime Health Club analysis
    - i. Beautiful facility with a lot of amenities
    - ii. Not a great sense of community
    - iii. Not a lot of networking
  - c. Revisiting discounts for employees - memo on its way to BOS
  - d. Look into digital bar codes for phone
    - i. Test if take picture of code to see if it scans
  - e. Swag – Staff shirts order during time - can add to that order if board members want to purchase them
  - f. To take picture for the wall we need full board attendance
- 12. Adjournment

