

## Pocono Township Recreation Committee

### March 20, 2015 – Special Meeting Minutes

Meeting called to order at 7:37am by President; Charlie Trapasso  
Members Present: Alex Grum, Jim Olizarowicz, Mary Riley Frantz, Andrea Learn  
Members Absent: Denise Herbert, Bobby Felins

Also Present: Gregg Schuster (Township Manager); Dean Hartshorn (Park Director); Jeff Clapper (Public Works Director).

Charlie stated the purpose of calling a special meeting was to discuss the expansion or renovation of the Mountain View Community Center and how to proceed with the Comprehensive Plan based on the existing footprint or potential expansion. Alex took the floor and further clarified the reason for requesting a special meeting was to outline a way to determine the community's recreational needs and provide services based on need and available resources.

Dean noted he and Jeff planned on walking through the Community Center to assess the viability of an expansion or renovation. The main concern was the septic, limited parking and the non-conforming handicap accessible bathrooms. Charlie suggested the group consider recreational services that fit within the existing framework of the Community Center. She also stated she contacted Lowes and submitted a request to be considered for the 2015 Lowes Heroes renovation Project. Lowes is scheduled for a walk-through on Monday, March 23<sup>rd</sup> @ 2:15 PM. As of today, MVP is the only applicant for that award. A decision will be made in April. If the Community Center is not selected, we can apply for numerous community grants including a \$25,000 grant from Lowes. Also noted was the unlimited resources of business owners who potentially could offer their services; plumbing, architects, contractors, etc...pro gratis. Expansion of the parking lot and insulation for year-round usage was discussed. Jeff reminded the group that any renovation project would require plans to be submitted to the township/Planning Commission and Board of Commissioners. The building would have to be brought up to code.

To assess the community's recreational needs, a lengthy conversation took place regarding a recreational survey. Jim recommended talking with other communities to see what they offer. All agreed a survey would be the perfect project for a summer intern. Charlie asked Gregg about the cost of mailing a survey. Gregg outlined a number of considerations that could affect the cost and outcome of a survey; regular mail postage vs. electronic/website/social media, return postage, print media, cost to data entry. Instead of 11,000 residents, perhaps a survey to 2500 residents would be more cost effective? Charlie suggested we do an online survey and invite residents to participate via the township website. Gregg mentioned an intern could use an easy survey tool called Survey Monkey which compiles data and reports. Alex asked if Pocono Township has an existing email address data base that we could access. Charlie said we currently have 300 "friends" on facebook. Charlie noted an interview with an ESU student intern was scheduled for Thursday, March 26<sup>th</sup> at 2:00pm. All were invited to join her and Gregg however prior to the interview; she requested the group outline a job description and survey questionnaire. The group spent time brainstorming job description and survey ideas. Alex noted the recommendations on a large dry erase board and Charlie used her phone to photograph the final draft. She promised to email the final outline to the group.

Charlie asked if Gregg would talk with Dee to see if she could use the spreadsheet designed by Andrea to fill in pavilion and field rentals.

Jim motioned to adjourn and Charlie seconded the motion. Meeting was adjourned at 9:37 A.M.