

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION MINUTES
July 5, 2023

The work session was called to order by Chairman William Weimer at 6:04pm in the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

William Weimer, Lynn Kelly, Alma I. Ruiz-Smith, Cara Rogan and Clare Colgan

Board Members absent:

None

Staff present:

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary, and Meredith Thompson, Business Manager

Staff absent:

None

1. Youth Infusion Scope of Work for Rental Space

Elika Almeida was in attendance representing Youth Infusion regarding the space that they are using in the basement of Building #2. The space is currently being used to store and repair bicycles by volunteers, with E. Almeida stating that she has a vision for the space. She presented the Board with a list of items that she would like to have completed which included painting of the space which would be completed by her group of volunteers as well as some items including moving township items out of the storage space located within the space, access issues to the outside including request for doors to be re-keyed, and ADA accessible restrooms.

- **Discussion:** Discussion took place with the Board agreeing that the pews that are in the space are not to be painted and Mr. Weimer stated that a lot of the items that are on the list would require work to be completed by DPW. He stated that these items should be revisited for the 2024 budget season and stated that the moving of items from the space may be able to be completed, but that he would have to speak to the DPW Foreman as they are short staffed and currently have the paving and other projects going on. Ms. Ruiz-Smith stated that she has concerns about the request to use the space for a community room, stating that there is a community room at the front of the building that they could reserve when needed. She stated that it is a much nicer space which has access to the restrooms. Ms. Kelly expressed her concerns about the stairwell inside the building and the lighting in that area, stating that they should continue to use the elevator entrance. Mr. Weimer stated that there are a lot of upgrades being requested based on the needs of our program. Solicitor Armstrong stated that the lease agreement is specific to your use for the storage and repair of bikes and stated that the lease would need to be revisited if the use is changing and repairs are being requested to use additional space. Mr. Weimer stated that this is a great program and agreed that the bikes should be stored and fixed in the basement space and that the community space should be requested for any meet and greets that need to take place. E. Almeida stated that the meet and greets are for one-on-one meetings with parents and not large groups. She stated that they work with troubled youth and must meet with the children and parents before they begin the program. Mr. Weimer asked that a list be provided with costs and numbers regarding the requested expansion which will give the Board a better idea for the budgeting season. The Board agreed that the walls and floors can be painted. We will provide E. Almeida with the date of the budget work session to attend once they are finalized.

2. Public Input

Nothing was heard.

Work Session ended at 6:33pm.