

**BOARD OF SUPERVISORS
MEETING MINUTES
January 2, 2018**

A Regular Meeting of the New Britain Township Board of Supervisors was held on Tuesday, January 2, 2018, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Supervisors: A. James Scanzillo, Helen B. Haun, William B. Jones, III, Gregory T. Hood and Cynthia M. Jones. Also present were Township Manager Eileen M. Bradley, Township Solicitor Peter Nelson, Esq., and Township Engineer Janene Marchand.

I. Reorganization

1. Pledge of Allegiance: Mr. Scanzillo led the Board and audience in the Pledge of Allegiance.

2. Appointment of Temporary Chair:

MOTION: A motion was made by Mr. Jones, seconded by Mrs. Haun, and unanimously carried, to nominate Township Solicitor Peter Nelson as Temporary Chair.

3. Swearing in of Elected Officials: The Honorable Regina Armitage swore in Mrs. Cynthia M. Jones and Gregory T. Hood as New Britain Township Supervisors. Meghan Weber and Gustave Haun were sworn in as Township Auditors and Nicole Percetti as Real Estate Tax Collector. Judge Armitage also swore in Katherine Peffall as a New Britain Township Police Officer.

4. Nomination(s) for Permanent Appointment of Chair

MOTION: Upon nomination by Mrs. Haun, seconded by Mr. Jones, Mr. Scanzillo was nominated as Permanent Chair. No other nominations were presented.

5. Appointment of Permanent Chair, Vice Chair:

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Haun, the Board unanimously appointed Mr. Scanzillo as Chair.

MOTION: Upon nomination by Mr. Jones, seconded by Mrs. Jones, Mrs. Haun was nominated as Vice Chair. No other nominations were presented.

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Jones, the Board unanimously appointed Mrs. Haun as Vice Chair.

6. Approval of Resolution #2018-1: Appointments, Reappointments and Modifications of Appointments, effective January 2, 2018:

MOTION: Upon motion by Mrs. Haun, seconded by Mr. Jones, and unanimously carried, the Board adopted Resolution #2018-01, setting various Committee and Board appointments effective January 2, 2018; and authoring all Supervisors and key staff members to attend the PSATS and BCATO annual conventions with all expenses paid thereto.

7. Approval of 2018 Meeting Dates:

MOTION: Upon motion by Mrs. Haun, seconded by Mr. Jones, and unanimously carried, the Board approved the Meeting Schedule for 2018.

II. Public Meeting Agenda

1. Call to Order: Mr. Scanzillo called the Meeting to order.

2. Board Seating:

3. Announcements: Mr. Scanzillo announced that the Board had met in Executive Session prior to this Meeting to discuss personnel issues and land acquisition.

4. Public Comment on Non-Agenda Items: There was no Public Comment at this time.

5. Approval of Minutes:

5.1. Minutes of Meeting of December 18, 2017:

MOTION: A motion was made by Mrs. Haun, seconded by Mr. Jones and unanimously approved to accept the December 18, 2017 Minutes as written.

6. Departmental Reports: There were no Departmental Reports at this time.

7. Consideration of Old Business: There was no Old Business at this time.

8. Consideration of New Business:

8.1. Approval of Resolution #2018-02, Benefits Package for Chief Scafidi:

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Haun, the Board unanimously approved Resolution #2018-02, setting forth the annual Benefits Package for Chief Robert Scafidi.

8.2. Approval of Resolution #2018-03, Fee Schedule: Ms. Bradley stated that the Official Township Fee Schedule reflected minor changes that included: increase in the Uniform Construction Code mandatory State Fee from \$4.00 to \$.50; and clarification of language in the subdivision fee section that did not change the amount of any fees.

MOTION: Upon motion by Mrs. Haun, seconded by Mr. Jones, the Board unanimously approved Resolution #2018-03, setting the Fee Schedule for 2018.

8.3. Approval of Resolution #2018-04, Fund Balance Policy for 2018: Ms. Bradley stated that there were no changes from previous years' policy.

MOTION: A motion was made by Mrs. Haun, seconded by Mrs. Jones and unanimously approved Resolution #2018-04, setting the Fund Balance Policy for 2018, based on GASB requirements.

8.4. Consideration of Resolution #2018-05, Opposing HB 1620: Ms. Bradley stated that House Bill 1620 was in Committee in the General Assembly, but she drew the Board's attention to key components of the proposed bill. The bill would remove all local zoning controls over the placement of cell towers and would

punish municipalities with massive fines for attempting to regulate placement. Mr. Nelson added that the bill would effectively hamstring municipalities from controlling where these cell towers could be installed.

MOTION: A motion was made by Mrs. Haun, seconded by Mr. Jones and unanimously approved to adopt Resolution #2018-05, opposing HB 1620, and directing the Manager to distribute the resolution to elected legislators and to PSATS and BCATO.

9. Consent Agenda:

MOTION: Upon motion by Mrs. Jones, seconded by Mrs. Haun, the Board unanimously approved the following Consent Agenda items: Execution of a Professional Service Agreement for land development of TMP #26-004-098, the Assal Tract on Curley Mill Road, with corresponding legal and engineering escrow of \$2,500.00; Execution of a Professional Service Agreement for land development of TMP #26-001-106-002, 26-001-106-003, 26-001-106-004, and 26-001-106-005, on Schoolhouse Road, with corresponding legal and engineering escrow of \$2,500.00.

10. Board of Supervisors' Comments: Mrs. Jones thanked all her friends and family that came out to the meeting to support her. She stated that she was looking forward to working with the Board of Supervisors to serve the residents of New Britain Township.

11. Township Administration Comments:

11.1. 2018 Bid Limits and IRS Approved Mileage Allowance: Ms. Bradley provided the Board with the 2018 Bidding Limits and stated that there was a slight increase from 2017 in all categories. The IRS-approved mileage reimbursement rate had also increased to \$0.545 per mile, a one-cent increase over 2017.

11.2. Tax Collector Rental Lease Agreement: Ms. Bradley stated that a rental lease had been drawn up and executed by the newly-elected Tax Collector Nicole Percetti. The annual rental fee of \$600.00 had been paid for 2018.

MOTION: A motion was made by Mrs. Haun, seconded by Mr. Jones and unanimously approved, to execute the Tax Collector Rental Lease Agreement.

11.3. Copier Contracts: Ms. Bradley stated that the Township's current copier contract was ending and that Executive Assistant Mr. Michael Walsh had been working with copier sales representatives to attain a new copier for both the Administration and Police Departments. The least expensive contract with the best service terms was from Standard Digital Imaging (SDI), and would bring both the Administration and Police copier contracts under the same contract. Ms. Bradley stated that SDI would pay off the outstanding lease on the current copiers. Contracts included wiping the old hard drives, removal, storage and return of the old machines. The new proposal would save the Township roughly \$1,750 a year.

MOTION: A motion was made by Mr. Jones, seconded by Mrs. Haun and unanimously approved Township staff to execute relevant documents with Standard Digital Imaging for new copiers.

11.4. Hough Associates Contract For 2017-2019 for \$5,000.00: Ms. Bradley stated that the contract would extend the Township's current contract with Hough Associates through 2019, to continue collecting recycling data and submitting the Act 905 Recycling Grant application on behalf of seven Central Bucks municipalities including New Britain Township at a cost of \$5,000.00.

MOTION: A motion was made by Mr. Hood, seconded by Mr. Jones and unanimously approved to execute the Hough Associates Contract for 2017-2019 at \$5,000.00.

11.5. Shuhart Zoning Hearing: Ms. Bradley Stated that on Thursday, January 18, the Zoning Hearing Board would consider the application of Harvey Shuhart III, 42 Layle Lane, TMP #26-014-007 in the WS Watershed District. The applicant was seeking a Special Exception to allow a Residential Accessory Home Occupation Use H15f – Repair Service/Gunsmithing Use at the property. Ms. Bradley stated that she did not believe the Township needed to send representation.

12. Solicitor and Engineer Comments: There was no Solicitor or Engineering Comments at this time.

13. Other Business: There was no Other Business at this time.

14. Public Comment: Mr. Robert Happ of Callowhill Road asked if the Tax Collector Lease Agreement was public record. Ms. Bradley stated that she could provide a copy of the lease the next morning.

15. Payment of Bills:

15.1. Bills List dated December 27, 2017 for \$938,399.26:

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Haun, the Board unanimously approved the Bills List dated December 27, 2017 for \$938,399.26.

16. Adjournment:

MOTION: There being no further business or comment, a motion was made by Mrs. Haun, seconded by Mr. Hood, and unanimously carried, to adjourn the meeting at 7:30 p.m.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS

A. James Scanzillo, Chair

Helen B. Haun, Vice Chair

William B. Jones, III, Member

Gregory T. Hood, Member

Cynthia Jones, Member

Attest: _____
Eileen M. Bradley
Secretary/Manager