

**BOARD OF SUPERVISORS  
MEETING MINUTES  
January 3, 2011**

A Reorganization Meeting of the New Britain Township Board of Supervisors was held on January 3, 2011 at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Supervisors: Helen B. Haun, Robert V. Cotton, William B. Jones and A. James Scanzillo. Also present were Eileen M. Bradley, Township Manager; Robert Scafidi, Chief of Police; and Wayne Fultz, Roads Superintendant.

**Reorganization:**

**1. Nomination(s) of Temporary Chair:** Upon nomination of Mr. Scanzillo, seconded by Mr. Cotton, Mr. Jones was nominated as Temporary Chair.

**2. Appointment of Temporary Chair:**

**MOTION:** A motion was made by Mr. Scanzillo, seconded by Mr. Cotton, to close the nominations and appoint Mr. Jones as Temporary Chair on a unanimous vote.

**3. Nomination for Permanent Appointment of Chairman:** Upon nomination of Mr. Cotton, seconded by Mr. Scanzillo, Mrs. Haun was nominated as Permanent Chair.

**4. Appointment of Permanent Chairman:**

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

**5. Approval of Resolution No. 2011-01, Appointments, Reappointments and Modifications of Appointments Effective January 4, 2010:**

**MOTION:** Upon motion by Mr. Jones, seconded by Mr. Scanzillo, and unanimously carried, the Board adopted Resolution 2011-01, which designated Mrs. Haun as Chair and Mr. Jones as Vice Chair of the Board of Supervisors. In addition, it made various Committee and Board appointments and authorized all Supervisors and key staff members to attend the PSATS and BCATO conventions and all expenses paid thereto.

**Public Meeting:**

**1. Call to Order:** Mrs. Haun called the Meeting to order.

**2. Pledge of Allegiance:** Mrs. Haun led the Board and audience in the Pledge of Allegiance.

**3. Public Comment:** There was no public comment at this time.

**4. Approval of Minutes from December 13, 2010 Public Meeting:**

**MOTION:** A motion was made by Mr. Cotton, seconded by Mr. Jones, to approve the December 13, 2010 Minutes as written. All were in favor.

**5. Old Business:** None.

## 6. New Business

**6.1. Approval of Resolution 2011-02 – Fee Schedule:** Ms. Bradley summarized the changes to the Township Fee Schedule, indicating that the majority were increases in user fees for Park facilities.

**MOTION:** Upon motion by Mr. Scanzillo, seconded by Mr. Jones, and unanimously carried, the Board adopted Resolution 2011-02 – Fee Schedule.

**6.2. Professional Services Agreement – 900 Upper State Road:** Ms. Bradley indicated that a PSA was required for review of the area of disturbance for 900 Upper State Road, requiring a replenishable escrow of \$500.00.

**MOTION:** Upon motion by Mr. Jones, seconded by Mr. Scanzillo, and unanimously carried, the Board approved the PSA for 900 Upper State Road.

**7. Board of Supervisors Reports:** None.

## 8. Township Administration Comments:

**8.1 Zoning Hearing Board Hearing Notice: Pep Boys Auto; TMP #26-006-101-003:** Ms. Bradley presented the Board with notice of a Zoning Hearing scheduled for January 20, 2011 for the property at 4309 County Line Road. The Applicant, Pep Boys Auto wishes a Special Exception to conduct an auto repair use (Use J21) and automotive accessories use (Use J22).

**MOTION:** Upon motion by Mr. Jones and seconded by Mr. Scanzillo, the Board unanimously authorized the Township to appear at the hearing to protect the Township's interests.

**8.2 Act 153 Refunds:** Ms. Bradley reminded the Board of passage of Ordinance 2006-05-02, which provides for a freeze on real property tax increases for those properties that have preserved their land, beginning in 2006. The year 2011 is the first year that taxes have been increased under this ordinance and, therefore, the first year when real estate taxes are affected by the freeze. Ms. Bradley proposed that, upon verification of payment of taxes, those affected properties would receive a rebate of the difference between the current taxes and taxes at the frozen rate.

**MOTION:** Upon motion by Mr. Jones and seconded by Mr. Scanzillo, the Board unanimously authorized the adoption of the Act 153 Refund Policy.

**8.3 Advertisement of Open Position:** Ms. Bradley requested authorization to advertise a new position with the Township, Administrative Assistant, with salary commensurate with qualifications of the selected candidate.

**MOTION:** Upon motion by Mr. Cotton and seconded by Mr. Jones, the Board unanimously authorized the Manager to advertise for an Administrative Assistant in the *Intelligencer* and *the Reporter*.

**9. Solicitor and Engineer Comments:** None.

**10. Payment of Bills; List dated 12/30/10 in the amount of \$175,052.57:**

**MOTION:** Upon motion by Mr. Jones, seconded by Mr. Scanzillo, the Board unanimously approved the Bills List dated 12/30/10.

**11. Public Comment:** There was no public comment at this time.

**12. Adjournment:**

**MOTION:** A motion was made by Mr. Cotton, seconded by Mr. Scanzillo, and unanimously carried, to adjourn at 7:35 p.m.

**NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS**

\_\_\_\_\_  
Helen B. Haun, Chair

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William B. Jones, Vice Chair

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A. James Scanzillo, Member

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Robert V. Cotton, Member

\_\_\_\_\_  
John A. Bodden, Member

Attest: \_\_\_\_\_  
Eileen M. Bradley  
Secretary/Manager