

**BOARD OF SUPERVISORS  
WORKSHOP MEETING MINUTES  
November 3, 2008**

A public work session of the New Britain Township Board of Supervisors was held on November 3, 2008 at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, and beginning at 9:00 a.m. Present were A. James, Scanzillo, Chairman, Robert V. Cotton, Vice-Chair; and members Helen B. Haun, John Bodden and William B. Jones. Also present were: Eileen Bradley, Manager; Cathy Kichline, Assistant Manager; John B. Rice, Township Solicitor, Craig Kennard, Township Engineer; Wayne Fultz, Public Works Superintendent and Susan Federsel, Treasurer and Robert Scaffidi, Police Chief.

**1. Call to Order/Pledge of Allegiance:** Chairman Scanzillo led the Board and audience in the Pledge of Allegiance.

**2. Approval of Minutes of the October 27, 2008 Board of Supervisor meeting:**

**MOTION:** Upon motion of Mr. Jones, seconded by Mrs. Haun, the Board unanimously approved the minutes as written.

**3. Public Comment:** There was no public comment.

**4. Ann Yost, YSM – Vertis Park Plan:** Ms. Ann Yost of YSM was present to present the preliminary final design of the Vertis Park plan to the Board. Ms. Yost explained that the existing West Branch Park was brought into the mix due to ADA compliance requirements. She continued to explain the process included a committee of staff and volunteers was formed, key personnel were interviewed, meetings were held with the sports organizations and public meetings were also held. The results of these meetings were that the land should be utilized for active recreation. The 11.8 acres under study will include a baseball and softball field, walkways, concession stand that includes announcer's booth, dug outs, rest rooms, tot lot, fencing and a hub area for people to meet. A traffic calming area will be incorporated across Schoolhouse Road. The design for the existing portion of West Branch Park shows a multi-purpose field that may be used for soccer, lacrosse or field hockey. The plan design shows moving two T-ball fields, pushing the tot lot back into the park area, a walkway, and incorporation of a rain garden and meadow in the flood plain area. The cost for the project is estimated to be \$3.4 million. The Board members suggested moving the snack stand closer to a designated cross walk or take a portion of the small pavilion and making that a snack stand at the existing park. Mrs. Deb Rendon requested the traffic calming measures be identified. Ms. Yost suggested a center boulevard with a safe island for crossing or a raised hump. Pavement Markings and signage would be implemented. Ms. Yost told the Board the next step is to write and then submit the final report to DCNR. Any comments received from DCNR will be incorporated into the plan. Ms. Yost told the Board this plan will then become a blueprint for the future that balances infrastructure with recreational value.

**5. Preliminary Draft 2009 Budget:** Ms. Kichline outlined the proposed 2009 budget with the Board and requested any comments be addressed at today's workshop. A formal presentation of the 2009 preliminary budget is scheduled for November 10<sup>th</sup>. Mr. Jones commented the 2009 budget holds EIT at 2008 levels but suggested reducing the general fund EIT from \$1.9 million to \$1.850 million and increasing the land preservation from \$380,000 to \$400,000 based on projections supplied by Berkheimer & Associates. Board members were in agreement. Also, to increase the EMST from \$65,000 to \$75,000 general fund and increase both Fire and EMS to \$37,500. Mr. Jones also commented to the Board that it is recommended to hold off on Capital projects and that some worthwhile Public Works equipment was removed from this budget.

**6. Vacancies to Board & Commissions:** Ms. Kichline informed the Board of term expirations and vacancies that will occur in January. The Board directed Ms. Kichline to post these vacancies on the web site and TV and to notify all parties to submit a letter of interest to the Board if they wish to be reappointed.

**7. Tax Collector Contract:** Ms. Bradley reminded the Board that the current compensation of the tax collector would have to be updated by resolution prior to February 15, 2009. Mrs. Nancy Jones, Tax Collector, submitted a letter to the Board proposing a salary and fee schedule for 2010-2013.

**8. SEPTA plans to install siding railway:** Ms. Bradley informed the Board that SEPTA has approached the Township with regard to a railway siding along Walnut Street. This would entail utilizing their existing Right-of-Way along the new Vertis Park property and building a 5-6' buffer wall. At present, this is at the conceptual stage. Ms. Bradley will keep the Board informed of the proposed plan.

**9. Transfer of Township Funds:** At the request of the Board, Ms. Bradley has researched investment options and interest rates at First Savings and PLGIT. It is her recommendation that we move our general fund checking account to First /Savings and other accounts to PLGIT.

**MOTION:** Upon motion by Mr. Bodden, seconded by Mrs. Haun, the Board unanimously authorized the Treasurer to transfer all funds out of Commerce Bank and into First Savings and PLGIT.

**10. Resolution 2008-12; establishing a mileage reimbursement:** Ms. Bradley explained the purpose of this resolution is to set policy for reimbursement to Board members who travel to various conferences and meetings.

**MOTION:** Upon motion of Mr. Bodden and seconded by Mr. Jones, the Board unanimously approved Resolution 2008-12, establishing a mileage reimbursement policy.

**11. Resolution 2008-13; Act 3 of 2008; Pennsylvania Right-to-Know Law:** Ms. Bradley explained various changes will occur to the PA Right-to-Know Law in January 2009. This resolution establishes conformance with the law.

**MOTION:** Upon motion by Mrs. Haun, seconded by Mr. Jones, the Board unanimously approved Resolution 2008-13.

**12. Resolution 2008-14; amending Resolution 2008-01; appointments:** Ms. Bradley explained Resolution 2008-01 named the former Township Manager as the Secretary. This resolution would name the current Township Manager.

**MOTION:** Upon motion by Mr. Jones, seconded by Mrs. Haun, the Board unanimously approved Resolution 2008-14 naming Eileen Bradley the Township Secretary.

**13. Payment of Bills:**

**MOTION:** Upon motion of Mr. Jones, seconded by Mr. Bodden, the Board unanimously approved the Bills List in the amount of \$409,457.82

**14: Adjournment:**

**MOTION:** Upon motion of Mr. Jones, seconded by Mr. Bodden, and unanimously approved by all Members, the Board adjourned the work session at 10:50 AM.

**NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS**

\_\_\_\_\_  
A. James Scanzillo, Chair

\_\_\_\_\_  
Robert V. Cotton, Vice-Chair

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

\_\_\_\_\_  
Helen B. Haun, Member

\_\_\_\_\_  
William B. Jones, Member

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

Minutes approved on: \_\_\_\_\_