

**BOARD OF SUPERVISORS
MEETING MINUTES
October 4, 2021**

A Work Session Meeting of the New Britain Township Board of Supervisors was held on Monday, October 4, 2021, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 9:00 a.m. Present were Supervisors: Chair Gregory T. Hood, Vice-Chair Helen B. Haun, Members William B. Jones, III, Cynthia M. Jones, and MaryBeth McCabe, Esq. Also present were Township Manager Matt West, Assistant Manager Michael Walsh, Police Chief Richard Clowser, Public Works Superintendent, Ryan Cressman, Finance Director, John Bates, Code Officer, Randal Teschner, Parks & Recreation Coordinator, Chelle Clancy, Township Engineer Craig Kennard, and Township Solicitor Peter Nelson, Esq.

1. **Call to Order:** Mr. Hood called the meeting to order.
2. **Pledge of Allegiance:** Mr. Hood led the Board and audience in the Pledge of Allegiance.
3. **Chair Comments:** Mr. Hood announced the Board would be meeting in Executive Session following the meeting to discuss personnel issues.
4. **Subdivision/Land Development Projects:** (Information only. Possible action to be taken by the Board at the next Business meeting.)

There were no Subdivision/Land Development Projects at this time.

5. **Zoning Hearing Board Applications:** There were no Zoning Hearing Board Applications at this time.
6. **Presentation Items:** (Information only. Possible action to be taken by the Board at the next Business meeting.)

Mr. West stated the next two presenters were in attendance, based on conversations the Board had at a previous meeting about providing small local non-profits with a contribution from the American Recovery Plan Act funds received by the Township. He stated the Township was still waiting for the guidelines for these funds to be finalized before the Township could expend any of the funds.

- A. **AARK Presentation:** Ms. Leah Stallings, Executive Director, and Mr. Steven Lists, Board of Directors of Aark Wildlife Education and Rehabilitation Center presented a background of the non-profit organization to the Board and the financial hardships Aark faced due to COVID.
- B. **Baptist Church Food Larder Presentation:** Mr. Bill Field, Head Safety Officer of the Baptist Church Food Larder presented a background of the non-profit organization to the Board and the financial hardships the Baptist Church Food Larder faced due to COVID.

7. Information Items:

- A. **Departmental Reports:**
 - i. **Administration**

1. 2022 Draft Budget: Mr. West presented the Board with a 2022 Draft Budget and Departmental Requests for review by the Board. He stated staff was on hand to discuss the draft budget and answer any questions the Board had about their requests. Mr. West led a discussion with the Board reviewing each department's budget.

ii. Police

1. Police Update: Chief Clowser informed the Board the vacant police officer position had been advertised with a deadline of October 29th to submit applications and resumes. He stated he was formalizing a promotional process which he would be presenting to the Board soon. Chief Clowser stated he would be seeking the Board's authorization to purchase a police vehicle included in the 2021 budget at the upcoming business meeting. He informed the Board the Department had been requested to participate in a "Stuff a Cruiser" event for the local food pantry, as well as, looking into a "Truck-or-Treat" event for Halloween.

Mr. Hood informed the Chief that New Britain Township Officers had handed out candy bars in the past that were donated by local businesses.

iii. Public Works

1. Public Works Update: Mr. Cressman stated Public Works was still cleaning up from Tropical Storm Ida and provided an update to the Board of the department's activities.

B. Solicitor's Report: There was no Solicitor Report at this time.

C. Engineer's Report: There was no Engineer Report at this time.

8. Committee Reports:

A. Parks & Recreation Committee: Mr. West stated the Board was provided with a report from the Parks & Recreation Committee for their reference and the report would be included in the Business Meeting packet on October 18, 2021.

9. Public Comment: There was no Public Comment at this time.

10. Announcements: Mr. Hood announced the next Board of Supervisors meeting would be held on October 18, 2021, at 7:00 p.m. and the Board would be meeting in Executive Session following the meeting to discuss personnel issues.

11. Adjournment:

MOTION: There being no further business or comment, a motion was made by Mrs. Jones, seconded by Mr. Jones, and unanimously carried, to adjourn the meeting at 11:20 a.m.

12. Executive Session: The Board entered Executive Session following the adjournment of the work session.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS

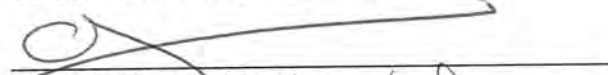


Gregory T. Hood, Chair

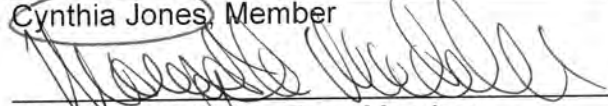


Helen B. Haun, Vice Chair


William B. Jones, III, Member



Cynthia Jones, Member



MaryBeth McCabe, Esq., Member

Attest: 

Matt West
Secretary/Township Manager