

**BOARD OF SUPERVISORS  
WORKSHOP MEETING MINUTES  
April 6, 2009**

A public Work Session Meeting of the New Britain Township Board of Supervisors was held on April 6, 2009 at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, and beginning at 9:00 a.m. Present were Robert V. Cotton, Chair, John A. Bodden, Sr., Vice-Chair; and Members Helen B. Haun, William B. Jones and A. James Scanzillo. Also present were: Eileen M. Bradley, Manager; John B. Rice, Township Solicitor, Craig Kennard, Township Engineer; Wayne Fultz, Public Works Superintendent; Susan Federsel, Treasurer; and Beth Burke, Administrative Assistant.

**1. Call to Order/Pledge of Allegiance:** Mr. Cotton led the Board in the Pledge of Allegiance.

**2. Announcements from the Chair:** None

**3. Approval of Minutes of the March 23, 2009 Board of Supervisor meeting:** Mrs. Haun noted one change to Item 9 being the Grant was initiated by New Britain Township, not Bucks County Conservation District.

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

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

**5. Years of Service Award:** Mr. Cotton presented Sue Federsel with a 30-Year Service Award. The Board all thanked Mrs. Federsel for her years of dedicated public service.

**6. Chalfont-New Britain Township Joint Sewer Authority:** John Schmidt, Director; Board of Directors Joseph Bonner and Gus Haun from CNBTJSA were present. Mr. Schmidt reviewed the status of several projects including: Cedar Hill Road sewer expansion Phases I and II, including requesting that the Board consider contributing paving of Cedar Hill Road; bypass of Peggy Lane pumping station; temporary use of an existing on-lot system to coordinate sewer tie-in when the Peggy Lane lines are constructed; replacement of the West Branch interceptor as part of a federal H2O grant of \$1,400,000.00; Phase I plant expansion completion in May 2009; plant expansion phase II in preliminary design phase with possible permitting within one year.

The Board thanked the Sewer Authority Board members and administrator for attending the meeting. Mr. Cotton suggested the Authority attend quarterly Work Sessions to keep the Board apprised of pending and completed projects.

**7. Demonstration of MuniLogic Software Program:** Ms. Bradley demonstrated the property module within MuniLogic. She reviewed the functionality of the program and informed the Board of future modules and their uses.

**8. RTKL – Alura Archive Proposal:** Ms. Bradley presented a proposal from the Township's current IT specialist which would archive all incoming and outgoing e-mail. E-mails would be archived onsite and disposed of as directed by the Records Retention Manual.

**MOTION:** Upon motion by Mr. Jones, seconded by Mr. Bodden and unanimously carried, the Board authorized Ms. Bradley to accept the Alura Archive Proposal.

**9. 1600 Horizon Drive (High Point Corporate Center Lot #1):** Ms. Bradley reported that developer William Kahan had not completed requirements of a July 2008 Zoning Hearing Board decision with regard to 1600 Horizon Drive, Lot #1, including the installation of additional parking and stormwater management. Ms. Bradley, Mr. Kennard and Mr. Rice will pursue legal options to have the project completed.

**10. Administrative Comments:**

**10.1. Appoint Labor Attorney:** Ms. Bradley recommended retaining Mr. Pat Harvey of the firm Ballard Spahr Andrews and Ingersoll, Philadelphia, PA as Labor Attorney at a rate of \$300.00 per hour.

**MOTION:** Upon motion of Mr. Bodden and seconded by Mr. Jones, the Board unanimously approved execution of a Letter of Intent, pending revision of paragraph #7 of said letter.

**10.2. MuniBid.com for Sale of Township equipment:** Ms. Bradley informed the Board that items the Township would normally have for sale through bid such as a Public Works pick-up truck, police pick-up truck and cruiser can be placed on MuniBid.com for sale to other municipalities as well as the general public for a yearly subscription of \$200.00. Other governments who have used the site have garnered more money from sales than through the normal bidding process. Ms. Bradley also noted that Acts 49 and 88 of 2006, allow for electronic bidding.

**MOTION:** Upon motion by Mrs. Haun, seconded by Mr. Bodden and unanimously carried, the Board approved membership on MuniBid.com for the year and placement of items for bid.

**11. Payment of Bills:**

**MOTION:** Upon motion of Mr. Jones, seconded by Mrs. Haun, the Board unanimously approved the Bills List in the amount of \$67,000.16.

**12. Other Business:** Mr. Rice noted that the roads in The Reserve at New Britain had been dedicated last fall with remaining items still unfinished. The 18 month maintenance period began on December 1, 2008; however, a revised Completion Agreement for the remainder of the public improvements had just been received. He noted that funds in the amount of \$222,836.85 will be kept in escrow to secure completion of punch list items and during the 18 month maintenance period. Mr. Rice asked the Board to execute the Completion Agreement. Mr. Kennard noted that there were extensive punch list items to complete.

**MOTION:** Upon motion by Mr. Bodden, seconded by Mrs. Haun and unanimously carried, the Board authorized execution of the revised Completion Agreement.

Mr. Kennard noted that final plans for the court-ordered Garabed subdivision were near completion.

Mr. Kennard also noted that the Gross/Kolmus time clock would run out May 1, 2009 and he has not had any activity or plans to review.

**13: Adjournment:**

**MOTION:** Upon motion of Mr. Bodden, seconded by Mr. Jones, and unanimously approved by all Members, the Board adjourned the work session at 10:25 AM into an executive session.

**NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS**

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Robert V. Cotton, Chair

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John A. Bodden, Vice-Chair

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Helen B. Haun, Sr., Member

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William B. Jones, Member

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A. James Scanzillo, Member

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

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