

**BOARD OF SUPERVISORS
MEETING MINUTES
March 7, 2016**

A Regular Meeting of the New Britain Township Board of Supervisors was held on Monday, March 7, 2016, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Supervisors: Chair William B. Jones, III, Vice Chair A. James Scanzillo, Members John A. Bodden and Helen B. Haun. Also present were Township Manager Eileen M. Bradley and Township Solicitor Peter Nelson. Supervisor Robert V. Cotton was absent.

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

2. Pledge of Allegiance: Mr. Jones led the Board and audience in the Pledge of Allegiance.

3. Announcements: Mr. Jones announced that the Board had met prior to this meeting in Executive Session to discuss personnel issues, litigation and land acquisition.

3.1. Resignation of Robert V. Cotton: Mr. Jones stated that Supervisor Robert V. Cotton had submitted a Letter of Resignation from his position of Township Supervisor, due to health concerns. Mrs. Haun stated Mr. Cotton had been a Supervisor for more than forty years and was so highly involved at the Township, County, and State levels and would be sorely missed. Mr. Bodden added that Mr. Cotton was a tremendous asset to the New Britain Township and to the Community.

MOTION: A motion was made by Mr. Bodden, seconded by Mrs. Haun and carried unanimously but reluctantly, to accept the resignation of Township Supervisor Robert V. Cotton.

3.2. Township Supervisor Vacancy: Mr. Jones announced that the Board of Supervisors was seeking to appoint a new Supervisor to fill Mr. Cotton's remaining term, which expired 12/31/17. The position is charged with the general governance of New Britain Township, including its fiscal management, the health, safety and welfare of 11,070 residents, management of 15 square miles of land mass and 58+ miles of roadways, and supervision of a \$10 million Annual Budget. All candidates must be able to attend Board meetings the First and Third Monday of each month usually in the evening, along with additional meetings as needed. Any candidate must have been a permanent resident of New Britain Township for at least the past year, must be at least 18 years old and eligible to vote. Deadline for submission was 12:00 p.m. on Thursday, March 24, 2016.

4. Public Comment on Non-Agenda Items: Mr. Shon Weldon of 223 Willow Wood Drive stated that he was at the previous Board of Supervisors Meeting on February 22, 2016 to discuss the proposed Neshaminy Greenway Trail (NGT) behind the Wyndham Development. He stated that he brought a folder with all printouts for the Members of the Board. Mr. Weldon stated that he wanted to address a few additional concerns.

He asked if should DVRPC approve the TAP Grant, would the Board of Supervisors still need to vote to approve the trail plan and construction. Mr. Jones stated that yes the Board would need to vote to approve the plan and construction.

Mr. Weldon stated that he had contacted PennDOT and was informed that the plan that showed the trail going all the way down Bristol Road was never presented to PennDOT. Ms. Bradley stated that PennDOT was part of the Committee that pulled the funding from the original TAP Grant funding for the trail when the trail design was changed to go all the way down Bristol Road instead of along the creek.

Mr. Weldon stated that he had contacted the engineer on the project to discuss trail design options, per Mr. Bodden's suggestion, and had not received any calls back. Mr. Bodden stated that he suggested the residents of Willow Wood

Drive work together to come up with an alternative plan if they do not like the proposed plan. Mr. Bodden added that if any residents have questions for the engineer, they are to be directed through the Township Manager.

Mr. Weldon stated that the other night he witnessed a bonfire and underage drinking in the woods behind his house, but when he called the Police Department, he received a message saying the office was closed. Chief Scafidi responded stating that Mr. Weldon should call either 9-1-1 or the Bucks County Radio Room.

Mr. Weldon also inquired as to who would conduct interviews for those who apply for the Supervisor vacancy. Mr. Jones responded that the Board of Supervisors would be holding the interviews.

Ms. Elaine Apsche of 227 Willow Wood Drive wanted to express her additional concerns with the Neshaminy Greenway Trail. Her first concern was that her insurance agent had stated that the Homeowners' Association insurance policy would increase if the trail would be installed and wanted to know if the Township would compensate the HOA for that increase in insurance. Mr. Scanzillo stated that it did not make sense that insurance rates would be affected for a trail located on Township-owned property.

Ms. Apsche stated that she paid a premium for her lot for privacy and was told nothing would ever be built on the open space. There was an increase in the possibility of trespassers because of the trail, that the trail would be an attractive nuisance inviting trouble into their neighborhood. The trail would invite individuals to use bikes and strollers on her property because of the trail.

The proposed trail would affect her personally and requested that the trail be placed on the next Board of Supervisors' Agenda for discussion. Mr. Scanzillo stated that there was no need to have the subject on the next agenda unless there was new information or changes. Mr. Jones stated that once the Township had updated information, the individuals who provided contact information to the Township would be notified.

5. Approval of Minutes:

5.1. Minutes of February 22, 2016 Board of Supervisors' Regular Meeting:

MOTION: A motion was made by Mr. Scanzillo, seconded by Mrs. Haun and carried unanimously, to approve the February 22, 2016 Minutes as written.

6. Departmental Reports: There were no Departmental Reports

7. Consideration of Old Business:

7.1. Regional Street Light Procurement Program: Ms. Bradley stated that the Township had been discussing the Regional Street Light Procurement Program (RSLPP) for several months. The RSLPP consultant, Keystone Lighting Solutions (KLS) and the contractor, Johnson Controls Inc. (JCI) have worked with the Township on a preliminary audit, at no cost to the Township to date. Ms. Bradley introduced Mr. Paul Napoli of JCI who presented the Preliminary Audit results. Both the consultant and the contractor had been chosen through a regional cooperative competitive bidding process.

Mr. Napoli explained that the long-term financing mechanism would be through PennSEF, a State program run through the Department of the Treasury. The benefits of participating in the RSLPP were: access to long-term, low interest rate financing; an independent technical consultant (KLS) on the team to vet street lighting specifications, review the project proposals, monitor progress and act as our advocate; access to PennSEF's legal and financial experts; full disclosure and transparency on pricing and equipment, and competitive pricing on LED fixtures and labor due to pooled buying power of municipal participants. The reduced costs would include an approximate 15% reduction on per-fixture cost and approximate 23% reduction on per-fixture installation basis.

Mr. Napoli stated that New Britain Township's project was unique because New Britain was the only municipality in Bucks County participating in the RSLPP that did not own their streetlights outright. The proposed project was the most attractive because the payback was quicker and it provided additional cash flow over the term of the financing. The project would allow New Britain Township to purchase the streetlights and upgrade them all to LED. The total number of streetlights was approximately 294 (249 decorative streetlights and 45 non-decorative cobra head lights). Mr. Napoli stated that the total amount financed would be \$385,504.00, financed at an estimated rate of 2.5%. Mr. Napoli added that the rate was capped to be no lower than 2.25% and no higher than 2.75%. Based on the financed amount for a 20-year term, the Township would breakeven in Year 10. The whole project would be debt neutral.

Mr. Napoli stated that the useful life of the proposed LED lights was 25 years. There was a 10-year warranty on the fixture and a 1-year warranty on the labor. There would be two trial locations in Bucks County where the Township would be able to visit and see what the color renderings were like. The Township would also have the ability to select the color renderings that they wanted. Mr. Napoli stated that the next step would be an Investment Grade Audit, where JCI would go out and physically inspect all 294 lights in New Britain Township to verify field conditions. At this point, the Township would need to make a decision to fully join the project and incur the financial and legal obligations to see the project through.

Mr. Bodden asked if the Township would be able to adjust the color and brightness by unit. Mr. Napoli responded that control systems were available to dim or increase illumination, but were not included in the current pricing. Coloring could be varied through the type of bulb used. JCI would be installing several samples throughout the region.

Ms. Bradley stated that Mr. Napoli was asking the Township to make a decision to move forward with the Investment Grade Audit within the next 30 days. Ms. Bradley added that this was where the RSLPP would start to incur costs. Should the Township approve proceeding with the Investment Grade Audit and then back out later, the Township would have to pay the contractor's costs of approximately \$50,000.00. Ms. Bradley recommended the Board review and digest the information provided to them, and schedule further discussion and a vote at the meeting on March 21, 2016.

MOTION: A motion was made by Mr. Scanzillo, seconded by Mr. Bodden and carried unanimously, to table approval of the Street Light Procurement Investment Grade Audit for their March 21, 2016 regular scheduled Worksession Meeting.

8. Consideration of New Business:

8.1. Consortium Road Materials Contract: Ms. Bradley stated that the Consortium Road Materials Bid was hosted by New Britain Township and opened on February 26, 2016. After reviewing the bid documents, Public Works Superintendent Wayne Fultz recommended the following contract awards for approval: Eureka Stone Quarry for blacktop at \$41.90 per ton, H & K Materials for Stone, and Blooming Glen Quarry for QPR Cold Patch. Ms. Bradley added that prices were down about \$20.00 per ton for blacktop due to lower fuel prices.

MOTION: A motion was made by Mrs. Haun, seconded by Mr. Bodden and carried unanimously, to award the Township 2016-2017 blacktop supply contract to Eureka Stone Quarry; to award the stone contract to H & K Materials; and to award the QPR cold patch contract to Blooming Glen Quarry.

8.2. Consortium Street Signs and Posts Contract: Ms. Bradley stated that the Consortium Street Signs and Posts Bid was hosted by Northampton Township and opened on January 26, 2016. After reviewing the bid documents, Mr. Fultz recommended the following contract awards for approval: Garden State Highway Products Inc. for street signs and street sign materials; and Chemung Supply for sign posts. Both were the low bidders.

MOTION: A motion was made by Mrs. Haun, seconded by Mr. Scanzillo and carried unanimously, to award the Township 2016-2017 street signs and street materials contract to Garden State Highway Products Inc., and the sign posts contract to Chemung Supply.

9. Consent Agenda:

MOTION: Upon motion by Mr. Scanzillo, seconded by Mr. Bodden, the Board unanimously approved the following Consent Agenda items: Professional Services Agreement for Naplin One Limited Partnership for the development of a portion of 4371 County Line Road, TMP #26-005-002, with corresponding legal and engineering escrow of \$25,000.00; Professional Services Agreement for Michael Brigidi for the construction of a single family home on New Galena Road, TMP #26-004-070-007, with corresponding legal and engineering escrow of \$5,000.00.

10. Board of Supervisors' Comments: There were no Board of Supervisors' Comments at this time.

11. Township Administration Comments:

11.1. Newbold Zoning Hearing Board Application: Ms. Bradley stated that on Thursday, March 17 at 7:00 p.m., the Zoning Hearing Board would consider the application of Mark and Victoria Newbold of 729 Harvest Hill Road, TMP #26-003-164, in the WS-Watershed Zoning District. The applicant was requesting a variance to permit a deck and swimming pool to be located to the side of the dwelling. The Zoning Ordinance requires that the pool be located at least 15 feet behind the rear of the primary dwelling, and at least 15 feet from the rear and side lot lines. The Board took no action on this item.

11.2. ZHB Application for 600 Horizon Drive: Ms. Bradley stated that the Zoning Hearing Board would also consider the application of Six Hundred Horizon Drive, for the property located at 600 Horizon Drive, TMP #26-005-053-003, in the C3-Commercial Zoning District immediately after the above hearing. The Applicant seeks a variance to conduct more than one principal use on the property, which is improved with one non-residential building. The Applicant proposed to conduct principal uses I3-General Office; K3-Wholesale Business, Storage and Warehousing; and K4-Printing, in the existing building.

Ms. Bradley expressed concern with setting precedence if the variance was granted and suggested the Board authorize the Township Solicitor to attend the meeting. Mr. Jones asked if the building could be condominiumized instead, to help prevent problems in the future. Mr. Nelson stated that he would look into the property and discuss solutions with the applicant to see if there was a better way to accomplish what they were requesting.

MOTION: A motion was made by Mr. Bodden, seconded by Mrs. Haun and carried unanimously, to authorize the Township Solicitor to attend the Zoning Hearing Board meeting on Thursday, March 17, 2016 to represent the Township's interests in the Six Hundred Horizon Drive Application.

11.3. Resolution #2016-05: Records Dissolution:

MOTION: A motion was made by Mrs. Haun, seconded by Mr. Scanzillo and carried unanimously, to approve Resolution #2016-05, authorizing the disposal of records in accordance with the Municipal Records Retention Manual.

11.4. Resolution #2016-06: DCNR Grant Application:

MOTION: A motion was made by Mrs. Haun, seconded by Mr. Bodden and carried unanimously, to authorize application for a construction grant with the Pennsylvania Department of Conservation and Natural Resources for improvements to Robert V. Cotton Park.

11.5. Codification Contract: Ms. Bradley informed the Board that the current contract with Keystate Publishers would expire at the end of March due to the dissolution of the company. Ms. Bradley stated that staff had found a way to keep the codified Code of Ordinances available online until a new contract was established with a new company.

11.6. Technology Upgrades: Ms. Bradley informed the Board that she had received an estimate for \$12,000 from New Arrival Studios, the Township's current website host, to update and revamp the website to make it more concise and mobile-friendly. In addition, she had been looking into the purchase of two Smart TVs for the Meeting Room that would allow presenters to put their presentation up on a TV screen for all to see.

12. Solicitor and Engineer Comments: There were no comments at this time.

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

14. Public Comment: Mr. Dolan of Indian Creek Way stated that he was glad to hear that the Board is interested in looking at existing LED streetlights to come up with the best color spectrum for the Township.

15. Payment of Bills:

15.1. Bills List dated March 4, 2016 for \$104,208.12:

MOTION: Upon motion by Mrs. Haun, seconded by Mr. Bodden, the Board unanimously approved the Bills List dated March 4, 2016 for \$104,208.12.

16. Adjournment:

MOTION: There being no further business or comment, a motion was made by Mrs. Haun, seconded by Mr. Bodden, and unanimously carried, to adjourn the meeting at 8:00 p.m.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS

William B. Jones, III, Chair

A. James Scanzillo, Vice Chair

John A. Bodden, Sr., Member

Helen B. Haun, Member

Attest: _____
Eileen M. Bradley
Secretary/Manager