

**BOARD OF SUPERVISORS
MEETING MINUTES
September 13, 2021**

A Work Session Meeting of the New Britain Township Board of Supervisors was held on Monday, September 13, 2021, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 9:00 a.m. Present were Supervisors: 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, Finance Director, John Bates, Code Officer, Randal Teschner, Zoning Officer, Kelsey Harris, Parks & Recreation Coordinator, Chelle Clancy, Township Engineer Craig Kennard, and Township Solicitor Peter Nelson, Esq. Chair Gregory T. Hood and Public Works Superintendent, Ryan Cressman were not in attendance.

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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. **Chair Comments:** There was no Chair Comments at this time.
4. **Subdivision/Land Development Projects:** (Information only. Possible action to be taken by the Board at the next Business meeting.)

A. Dolly Lane (Benner) – Prelim/Final Plan: Appearing on behalf of the applicant was Kristin Holmes, PE from Holmes Cunningham and Daniel Lyons, Esq from Obermayer. The Board was presented the details of the preliminary/final plan for Dolly Lane that was recommend for approval by the Township's Planning Commission. The Board discussed the plan with the applicant and the Township's professionals. Ms. Holmes and Mr. Lyons stated they would comply with all items in the Gilmore review letter. Mr. Kennard stated the applicant had worked with the Township engineer and the neighboring residents to address the issues presented throughout the development process and had no issues with the waivers being requested.

Ms. Haun asked for public comment following the Board's discussion. No public comment was given at this time.

Mr. West stated the Township Solicitor, Mr. Nelson would prepare a resolution for the Board to approve or deny at the Business meeting on September 27th at 7:00 p.m.

B. 9 Sellersville Road (Tecce) – Prelim/Final Plan: Appearing on behalf of the applicant was Rachel Butch, PE from Showalter & Associates, Inc. and John Iannozzi, Esq from Hamburg, Rubin, Mullin, Maxwell & Lupin, PC. The Board was presented the details of the preliminary/final plan for 9 Sellersville Road that was recommend for approval by the Township's Planning Commission. The Board discussed the plan with the applicant and the Township's professionals. Ms. Butch and Mr. Iannozzi stated they would comply with all items in the Gilmore review letter. Mr. Kennard stated the applicant had worked with the Township engineer to address all of Gilmore's concerns and had no issues with the waivers being requested.

Ms. Haun asked for public comment following the Board's discussion. No public comment was given at this time.

Mr. West stated the Township Solicitor, Mr. Nelson would prepare a resolution for the Board to approve or deny at the Business meeting on September 27th at 7:00 p.m.

- C. Township Line Road & Walters Road (Lohin) – Prelim/Final Plan:** Appearing on behalf of the applicant was Rachel Butch, PE from Showalter & Associates, Inc. and Todd Savarese, Esq from Savarese Law Office. The Board was presented the details of the preliminary/final plan for Township Line Road & Walters Road that was recommend for approval by the Township's Planning Commission with additional waivers from street improvements and lighting to maintain the rural feel of the area. The Board discussed the plan with the applicant and the Township's professionals. Ms. Butch and Mr. Savarese stated they would comply with all items in the Gilmore review letter. Mr. Kennard stated the applicant had worked with the Township engineer to address Gilmore's concerns and had no issues with the waivers being requested.

Ms. Haun asked for public comment following the Board's discussion. No public comment was given at this time.

Mr. West stated the Township Solicitor, Mr. Nelson would prepare a resolution for the Board to approve or deny at the Business meeting on September 27th at 7:00 p.m.

- D. CNBTJSA Pump Station #4 – Waiver of Land Development:** Appearing on behalf of the applicant was Executive Director of the Chalfont-New Britain Township Joint Sewer Authority (CNBTJSA), John Schmidt and Joe Nolan, PE from CKS Engineers. The Board was presented the details of the plan to install a new pumpstation that would replace an old obsolete pumping station to improve sewer service for New Britain Township residents. The applicant stated that they had submitted their plan to the Township Engineer as requested by the Board for review prior to granting a waiver of land development. The Board discussed the plan with the applicant and the Township's professionals. Mr. Schmidt and Mr. Nolan stated they would comply with all items in the Gilmore review letter. Mr. Kennard and Mr. Nelson stated they would support a waiver of land development for this project.

Ms. Haun asked for public comment following the Board's discussion. No public comment was given at this time.

Mr. West stated the Board would approve or deny the request for a waiver of land development at the Business meeting on September 27th at 7:00 p.m.

5. Zoning Hearing Board Applications:

- A. 12 Newville Road – Appeal of Zoning Officer decision date 8/6/2021:** Mr. West stated the applicant was seeking dimensional variances to build a single-family home on their undersized lot. He stated staff's recommendation was to leave the application to the Zoning Hearing Board.

The Board agreed.

6. Presentation Items: (Information only. Possible action to be taken by the Board at the next Business meeting.)

- A. 555 New Galena Road – Conservation Easement:** Mr. West introduced Mr. Brian Ciccone of New Galena Road to present his plan to remediate the disturbance/alteration of the conservation easement located on his property at 555 New Galena Road. He was seeking the Board's approval for his remediation plan and permission to install a future fence within the conservation easement.

The Board stated they would not grant permission to place a fence within the conservation easement and stated his proposed plans were not adequate for remediating the conservation easement.

The Board advised Mr. Ciccone to submit an arborist report and work with Township staff & professionals to prepare a new remediation plan for the conservation easement.

170236

7. Information Items:

A. Departmental Reports:

i. Administration

- 1. New Finance Director John Bates:** Mr. West introduced the Board to John Bates the Township's new Finance Director. The Board welcomed Mr. Bates to New Britain Township.
- 2. Ida's Post-incident Review:** Mr. West stated he met with key staff to review the Township's response to Tropical Storm Ida. He stated these meetings would be held regularly to improve the Township's response to similar incidents that can greatly impact the Township's residents.
- 3. 2022 Budget Development:** Mr. West stated he continues to meet with department heads to discuss the budget with the goal of communicating his expectations and goals for the budget.

ii. Police

- 1. Police Department Hiring Policy:** Chief Clowser presented the Board with a new written hiring policy for the Police Department. He stated Mr. Nelson still needed to review the policy and if no substantial substantive changes were needed, he would be seeking adoption of the Police Departments new hiring policy at the Business meeting on September 27th.
- 2. 2021 PD Overtime:** Chief Clowser stated during the review of the budget he identified that the Police Department was currently over the budgeted amount for overtime. He stated some of the overages could be due to the police department being understaffed at several points throughout 2021. Chief Clowser stated these overages would be partially offset by reimbursements and coming in under budget in contracted base wages.

iii. Public Works

- 1. 2021-2022 Salt Bid Recommendation:** Mr. West stated staff would be presenting the Board with a recommendation to award the 2021-2022 Salt Bid to the lowest qualified bidder at the Business meeting on September 27, 2021.

- B. Solicitor's Report:** Mr. Nelson stated the Township would be filing briefs in the Zoning Hearing Board denial for 55 Curley Mill Road (Mortimer), which was appealed by the applicant and is being opposed by the Board of Supervisors.

Ms. McCabe stated 113 Dolly Lane had been listed for sheriff sale.

- C. Engineer's Report:** Mr. Kennard stated he was having Gilmore staff analyze Keller Road Bridge and the failure of the Walters Road Culvert to determine what actions could be taken to prevent the damage from occurring again in the future.

8. Committee Reports:

- A. Parks & Recreation Committee:** Mr. West introduced Mrs. Clancy the Township's Parks & Recreation Coordinator to provide an update from the Parks & Recreation Committee. Mrs. Clancy stated the committee would be working to provide the Board with a proposal for a pilot program for tree donations and a master park plan for North Branch Park.

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

10. Announcements: Mr. West announced 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 Mr. Jones, seconded by Mrs. Jones, and unanimously carried, to adjourn the meeting at 11:00 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