

**BOARD OF SUPERVISORS
MEETING MINUTES
November 16, 2015**

A Regular Scheduled Meeting of the New Britain Township Board of Supervisors was held on Monday, November 16, 2015 at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Supervisors: Chair Helen B. Haun, Vice Chair William B. Jones, III, and Robert V. Cotton. Also present were Township Manager Eileen M. Bradley, Township Solicitor Peter Nelson, Esq. and Township Engineer Janene Marchand. Absent were Supervisors John A. Bodden, Sr. and A. James Scanzillo.

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. Announcements: Mrs. Haun announced that the Board had met prior to this meeting in Executive Session to discuss personnel issues and land acquisition.

4. Public Comment on Non-Agenda Items: There was no Public Comment at this time.

5. Approval of Minutes:

5.1. Minutes of November 2, 2015 Board of Supervisors Regular Scheduled Meeting:

MOTION: A motion was made by Mr. Jones, seconded by Mr. Cotton and carried unanimously, to approve the November 2, 2015 Minutes as written.

6. Departmental Reports:

6.1. Code Department Report: Ms. Bradley presented the Code Department Report for October 2015.

6.2. Police Department Report: Chief Robert Scafidi presented the Police Department Report for October 2015.

6.3. Public Works Department Report: Ms. Bradley presented the Public Works Dept. Report for October 2015.

7. Consideration of Old Business:

7.1. Estates at Julius Farm Revised Final Plan: Mr. D. Bradley Clymer presented a revised final plan for the Julius Farm subdivision (formerly known as Maurer Tract). Mr. Clymer stated that the plan had received final approval in 2010 and had since been purchased by PRDC Properties. The required NPDES permit had expired in the intervening time, and the new owners have gone through the process to obtain a new NPDES permit. Additionally, stormwater facilities had been upgraded to meet new ordinance requirements, increasing from two basins and one raingarden to a total of two basins and seven raingardens. Mr. Clymer stated that a sanitary sewer force main would convey sewage to a manhole located in Chalfont Borough. A Homeowners' Association would be established to maintain open space and stormwater basins. Minor landscaping additions were also included on the plan.

Mrs. Haun asked who would maintain the stormwater facilities, ensuring that raingardens were properly maintained. Mr. Clymer stated that the Homeowners' Association would be responsible for the basins; individual property owners would maintain raingardens on their property. Maintenance obligations would be fully disclosed to potential buyers.

MOTION: A motion was made by Mr. Jones, seconded by Mr. Cotton and carried unanimously, amending the Final Approval of the Julius Farm Estates Plan, conditioned upon compliance with the Gilmore and Associates review letter dated October 27, 2015.

7.2. Penns Property: Ms. Bradley noted that Record Plans for the Penns Property Minor Subdivision had been submitted, along with legal descriptions. She requested execution of the Record Plans, pending review by the Township Solicitor and Engineer.

MOTION: A motion was made by Mr. Jones, seconded by Mr. Cotton and carried unanimously, authorizing execution of Record Plans for the Penns Property Minor Subdivision, conditioned upon review by the Township Engineer and Township Solicitor.

8. Consideration of New Business:

8.1. Public Hearing: Proposed Right-of-Way Maintenance Ordinance Amendment #2015-11-08: Mrs. Haun opened the Public Hearing at 7:15 p.m. for proposed Ordinance #2015-11-08.

Mr. Nelson stated that the proposed ordinance had been duly advertised and reviewed by both the Bucks County Planning Commission and the New Britain Township Planning Commission. The proposed ordinance would amend the Codified Ordinances Chapter 21 Part 1 concerning parking during winter storms and by adding a new Part 4 requiring the maintenance, construction, and repair of sidewalks, curbs, and gutters; requiring the construction and repair of sidewalks, curbs, and gutters, and supports thereof, in conformity to Township-Established lines and grades; requiring maintenance of properties up to the edge of adjacent streets; providing snow and ice removal regulations; precluding the removal of healthy street trees, and requiring the replacement of street trees which are removed; authorizing notices to do work and inspections; providing for emergency repairs by the Township; requiring snow removal by property owners; and prescribing penalties for violations.

Mr. Andrew Donahue of Creek Road sought clarification on trail easements and if the amending ordinance would affect existing or future easements. Mr. Donahue also asked if the ordinance would change how Use and Occupancy Inspections were conducted. For example, would low hanging trees be addressed with the inspection or would it be the new homeowners' responsibility?

Mr. Nelson stated that the bituminous trails that were referenced in the amending ordinance were trails placed within the Right-of-Way, not trails that were installed on other portions of private property. Trails that were not within the Right-of-Way generally had specific legal, recorded easements outlining the terms and responsibilities of the property owner and the Township. Those agreements would have been negotiated at the time the trail was installed, and travel with the land and would be found during a title search prior to a new homeowner purchasing an eased property. Mr. Nelson reiterated that the Township currently enforced everything in the proposed ordinance amendment and the language clarification contained in the amendment would help the Township with enforcement.

Ms. Bradley added that Use and Occupancy inspections already addressed property maintenance items listed in the ordinance and the ordinance will not change the way inspections are completed. Mr. Nelson added that residents should not see any difference in the actions of the Township.

Mrs. Haun closed the hearing at 7:36 p.m.

MOTION: Upon motion by Mr. Jones, seconded by Mr. Cotton, the Board unanimously approved Ordinance No. 2015-11-08, amending the Codified Ordinance Chapter 21 Part 1, and adding Chapter 21 Part 4, related to parking during winter storms and the maintenance, construction, and repair of sidewalks, curbs, and gutters; requiring the construction and repair of sidewalks, curbs, and gutters.

9. Consent Agenda:

MOTION: A motion was made by Mr. Jones, seconded by Mr. Cotton and carried unanimously for the following Consent Agenda Item: Lenape Properties Final Escrow Release in the amount of \$15,000.00 for their project on Schoolhouse Road, as the property had been sold to another developer.

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

11. Township Administration Comments:

11.1. Resolution #2015-19: 2016 REVISED MMO for Non-Uniform Pension Plan:

and

11.2. Resolution #2015-20; 2016 REVISED MMO for Police Pension: Ms. Bradley reminded the Board that the 2016 Minimum Municipal Obligation (MMO) Resolutions had been approved in September of this year, and required a combined payment of \$326,218 into the two employee pension plans. Those MMOs were based on the 2013 Actuarial Valuation Reports for both pensions. In the intervening months between September and this evening, the 2015 Actuarial Valuation Reports had been completed and received by the Township. The proposed resolutions before the Board this evening reflected the revised MMOs based on the new Valuation reports, and reduced the MMOs by \$124,417.

MOTION: A motion was made by Mr. Jones, seconded by Mr. Cotton and unanimously carried, to approve Resolution #2015-19, the revised 2016 MMO for the Non-Uniform Pension Plan for \$37,539.00; and Resolution #2015-20, the revised 2016 MMO for the Police Pension for \$164,262.00.

11.3. Preliminary Flood Insurance Rate Map (FIRM): Ms. Bradley announced that public notification concerning the appeals process for the FEMA Flood Insurance Rate Mapping (FIRM) Program would be published in *The Intelligencer* on November 16 and 23. This notification commenced the 90-Day Appeals Period. Any concerned party should contact the Township Office or FEMA.

11.4. Resolution #2015-21, Records Dissolution: Ms. Bradley announced that the proposed resolution would document the destruction of certain plan-size records consisting of duplicate and obsolete plans, as listed on the attached forms.

MOTION: A motion was made by Mr. Jones, seconded by Mr. Cotton and unanimously carried, to approve Resolution #2015-21 for Records Dissolution.

11.5. Fuel and Vehicle Repairs: Ms. Bradley stated that the Township currently supplied fuel to the Chal-Brit Regional EMS and the Chalfont Fire Company and invoiced them at Township cost. Ms. Bradley requested that the Board consider providing fuel to the EMS and Fire Company with no reimbursement to the Township, as a way to provide additional financial assistance.

Ms. Bradley also recommended that the Board approve the Township's mechanic to perform vehicle maintenance on the EMS' ambulances at no charge for labor and reimbursement of all parts and materials. Ms. Bradley stated that Public Works Superintendent Wayne Fultz had agreed that the labor could easily fit into their schedule, with Township vehicle work taking priority.

Mrs. Haun stated that the Township was charged with the health, safety and welfare of their residents. Anything that the Township could do to help with the cost of those services and keep them in business is an excellent idea. Ms. Bradley suggested that an allotment for fuel to the EMS for \$10,000 annually and \$7,500 to the Fire Company would most likely cover their costs, based on current usage.

MOTION: A motion was made by Mr. Cotton, seconded by Mr. Jones and unanimously carried, to approve the following: Providing fuel for the Chalfont Fire Company up to \$7,500.00 annually; providing fuel for the Chal-Brit Regional EMS up to \$10,000.00 annually; and providing vehicle maintenance labor to the Chal-Brit Regional EMS Ambulance, with CBREMS reimbursing the cost of materials and parts.

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

13. Other Business:

13.1. Veterans Day Ceremony: Ms. Benner stated that the Annual Veterans Day Ceremony at North Branch Park went well, with a large turnout and a great job done by Chalfont VFW Post 3258 and St. Jude's School Select Choir.

13.2. Resolution #2015-22: Ms. Bradley stated that proposed Resolution #2015-22 authorized Township Staff to submit a grant application to the Bucks County Municipal Open Space Program for \$195,058.00 for construction of Veterans Park Phase One, with a required Township match of \$48,765.00.

MOTION: A motion was made by Mr. Jones, seconded by Mr. Cotton and unanimously carried, to approve Resolution #2015-22, authorizing application to the Bucks County Municipal Open Space Program for construction of Veterans Park Phase One.

14. Public Comment: Mr. Steve Stewart of Teresa Lane requested additional patrols around the intersection of Barry and New Galena Roads, and Trewigtown and New Galena Roads. Chief Scafidi stated that he would increase patrols in those areas.

Mr. Donahue requested speed humps along Creek Road near Peace Valley Park. Ms. Myra Savitch of Creek Road also requested white striping in the same area. Chief Scafidi noted that speed humps were often a safety concern. Residents should speak with their State legislators regarding approving the use of radar by local law enforcement units.

15. Payment of Bills:

15.1. Bills List dated November 13, 2015 for \$113,818.90:

MOTION: Upon motion by Mr. Jones, seconded by Mr. Cotton, the Board unanimously approved the Bills List dated November 13, 2015 for \$113,818.90.

16. Adjournment:

MOTION: There being no further business or comment, a motion was made by Mr. Jones, seconded by Mr. Cotton, and unanimously carried, to adjourn the meeting at 7:52 p.m.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS

Helen B. Haun, Chair

William B. Jones, III, Vice Chair

A. James Scanzillo, Member

John A. Bodden, Sr., Member

Robert V. Cotton, Member

Attest: _____
Eileen M. Bradley
Secretary/Manager