

**BOARD OF SUPERVISORS
MEETING MINUTES
October 17, 2016**

A Regular Work Session Meeting of the New Britain Township Board of Supervisors was held on Monday, October 17, 2016, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 9:00 a.m. Present were Supervisors: Chair William B. Jones, III, Vice Chair A. James Scanzillo, Members John A. Bodden, Sr., and Gregory T. Hood. Also present was Township Manager Eileen M. Bradley, Township Solicitor Peter Nelson, and Township Engineer Erik Garton. Absent was Member Helen B. Haun.

- 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 in Executive Session prior to this meeting to discuss land acquisition and personnel issues.
- 4. Public Comment on Non-Agenda Items:** There was no Public Comment at this time.
- 5. Approval of Minutes:**

5.1. Minutes of Meeting of October 3, 2016:

MOTION: A motion was made by Mr. Hood, seconded by Mr. Bodden and carried unanimously, to approve the October 3, 2016 Minutes as written.

6. Departmental Reports:

- 6.1. Park and Recreation Annual Santa House Event:** Ms. Bradley stated that Jo Ann Lapp and the Park and Recreation Board Chairman Marco Tustanowsky had met with the Chalfont-New Britain Business Alliance (CNBBA) to discuss combining two seasonal events. Mr. Tustanowsky stated that the goal was to increase participation in the event. In the past, the CNBBA had previously had attendance around 350 individuals at their annual event, which is significantly more than participation in the Township's event. Mr. Tustanowsky added that it would be good for the community to combine the event, and promote local business. The event would be held at the New Britain Village (Giant) Shopping Center on Friday, December 2 and Saturday, December 3 from 5:00 p.m. to 8:00 p.m. Santa was scheduled to arrive Friday by horse-drawn sleigh. The Event Planning Committee was looking into having Santa arrive by Chalfont Fire Company truck on Saturday.
- 6.2. Code Department Report for September 2016:** Mr. Teschner presented the Code Department Report for September 2016.
- 6.3. Police Department Report for September 2016:** Ms. Bradley presented the Police Department Report for September 2016.
- 6.4. Public Works Department Report:** Mr. Fultz presented the Public Works Department Report for September 2016.

7. Consideration of Old Business:

7.1. Regional Street Light Procurement Program: Mr. Mike Fuller of Keystone Lighting Solutions and Mr. Tim Geider of Johnson Controls again appeared before the Board to present the results of the final Investment Grade Audit, performed by Johnson Controls. Mr. Fuller provided the Board with a project scope overview, stating that the Procurement Program included; replacement of sixty-nine (69) Cobrahead fixtures with new high-efficiency LED Cobrahead fixtures; installation of four (4) new LED Cobrahead fixtures at requested areas to improve community safety; installation of manually field-adjustable wattage selectors (FAWS) for Cobrahead; replacement of two hundred and seven (207) decorative fixtures with new LED similar style fixtures.

Mr. Fuller reviewed the cost analysis, which included: a \$120,000 capital contribution from the Township; the buyback cost of the streetlights from PECO of approximately \$162,000; and a 10% contingency amount for unforeseen charges. The total amount proposed to be financed was approximately \$225,000 with a 2.3% interest rate over seven (7) years. The loan is structured to be paid off as quickly as possible with operational savings starting to accrue in year 6 through year 20. The approximate operational savings is \$600,000.00.

7.1.A. Resolution #2016-25, Approval of Investment Grade Audit:

MOTION: A motion was made by Mr. Boddien, seconded by Mr. Scanzillo and carried unanimously, to approve Resolution #2016, approving the Street Light Procurement Program Investment Grade Audit completed by Johnson Controls, and authorizing document signatories.

7.2.B. Resolution #2016-26, Approval of Lease Agreement, Program Agreement and Borrowing in Conjunction with the Regional Streetlight Procurement Program:

MOTION: A motion was made by Mr. Hood, seconded by Mr. Scanzillo and carried unanimously, to approve Resolution #2016-26 approving the Lease Agreement, Program Agreement and Borrowing in conjunction with the Regional Streetlight Procurement Program, and authorizing document signatories.

7.2. Renewal of Electric Supply through the Municipal Utility Alliance (MUA): Ms. Bradley stated that the current electric rates the Township was receiving through the Municipal Utility Alliance (MUA) and Constellation Energy were expiring at the end of October. Township staff had obtained a new rate quote for a thirty-six (36) month term at a fixed rate of 0.04693 per kWh. It is the recommendation of Ms. Bradley to sign a thirty-six (36) month contract with the MUA through Constellation Energy at the fixed rate of 0.04693.

MOTION: A motion was made by Mr. Scanzillo, seconded by Mr. Hood and carried unanimously, authorizing the Township Manager to execute a thirty-six (36) month contract with Constellation Energy through the Municipal Utility Alliance, at a rate of 0.04693 per kWh.

8. Consideration of New Business:

8.1. Proposed Traffic Control Measures: Ms. Bradley asked the Board to consider advertisement of an ordinance that would designate the Bristol Road Extension as a "No Parking" street. She also recommended that truck parking overnight in municipal parks be prohibited. Traffic control measures along Maple Avenue were also discussed.

MOTION: A motion was made by Mr. Hood, seconded by Mr. Scanzillo and carried unanimously, to authorize advertisement for an ordinance addressing No Parking on the Bristol Road Extension and No Truck Parking overnight in Municipal Parks.

9. Consent Agenda:

MOTION: Upon motion by Mr. Scanzillo, seconded by Mr. Bodden, the Board unanimously approved the following Consent Agenda item: WB Homes / Colebrook Escrow Release #3 for \$383,274.52, leaving \$848,848.54 remaining.

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

11. Township Administration Comments:

11.1. Budget 2017 Discussion: Ms. Bradley presented the Board with a draft preliminary 2017 Budget and noted that numbers had not been finalized; Staff would continue to refine them as November approached. General Fund millage had been reduced by 0.2125 mills and the Park and Recreation Operation Fund had been increased by 0.2125. This change would not create a millage change to residents. The budget reflected a 4.24% increase in 2017 health insurance premiums. Ms. Bradley stated that no funds from the Rate Stabilization Fund (RSF) had yet been utilized; she recommended that the Board authorize \$100,000.00 to be used from the Health RSF, leaving about \$90,000.00 left to roll over for future years. The 2017 Preliminary Budget was scheduled for presentation to the Board and the public on November 7, 2016 for authorization to advertise.

MOTION: Upon motion by Mr. Bodden, seconded by Mr. Hood, the Board unanimously approved using \$100,000.00 of Rate Stabilization Fund assets to lower health care premiums for the 2017 Budget.

11.2. Sidewalk Rehabilitation Program: Ms. Bradley provided the Board with Staff's recommendations to move forward with establishing a Sidewalk Rehabilitation Program. Ms. Bradley added that Walden Way and Clover Lane were inspected due to a complaint received by a resident. After inspection was completed, residents were provided notices that their sidewalk required repair. Mr. Jones stated that he would like to see a date provided in the spring of 2017 to the residents for completion of their sidewalk repairs.

Ms. Benner stated that she had reached out to other municipalities for sample sidewalk rehabilitation programs, and that she was working with Mr. Fultz and Mr. Teschner to refine a policy for Board review at a later meeting.

MOTION: Upon motion by Mr. Bodden, seconded by Mr. Scanzillo, the Board unanimously approved Staff to work on establishing a Sidewalk Rehabilitation Policy and to provide the residents of Walden Way and Clover Lane until May 31, 2017 to complete the required repairs to their sidewalks.

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

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

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

15. Payment of Bills:

15.1. Bills List dated October 13, 2016 for \$309,648.49:

MOTION: Upon motion by Mr. Bodden, seconded by Mr. Scanzillo, the Board unanimously approved the Bills List dated October 13, 2016 for \$309,648.49.

16. Adjournment:

MOTION: There being no further business or comment, a motion was made by Mr. Hood, seconded by Mr. Scanzillo, and unanimously carried, to adjourn the meeting at 10:20 a.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

Gregory T. Hood, Member

Attest: _____
Eileen M. Bradley
Manager/Secretary