

**BOARD OF SUPERVISORS
MEETING MINUTES
May 21, 2018**

A Work Session Meeting of the New Britain Township Board of Supervisors was held on Monday, May 21, 2018, 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, and Cynthia M. Jones. Supervisor A. James Scanzillo was absent. Also present were Township Manager Eileen M. Bradley, Township Solicitor Peter Nelson, Esq., and Township Engineer Janene Marchand. *Greg Hood was in attendance. [Signature]*

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 in Executive Session prior to this Meeting 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 Meeting of May 7, 2018:**

MOTION: A motion was made by Mr. Jones, seconded by Mrs. Jones and unanimously approved to accept the May 7, 2018 Minutes as written.

6. Departmental Reports:

- 6.1. **Code Department Report:** Ms. Bradley presented the Code Department Report for April 2018.
- 6.2. **Police Department Report:** Chief Scafidi presented the Police Department Report for April 2018. Mrs. Jones asked what drugs were involved in the drug arrests. Chief Scafidi stated that pot and heroin were involved.
- 6.3. **Public Works Department Report:** Superintendent of Public Works Wayne Fultz presented the Public Works Department Report for April 2018.

7. **Consideration of Old Business:** There was no Old Business at this time.

8. Consideration of New Business:

8.1. **2018 Road Program Contract Awards:** Mr. Fultz stated that bid opening for the 2018 Road Program took place May 18, 2018 at 10:00 a.m.

Mr. Fultz recommended that contracts be awarded to the following apparent lowest responsible bidders: Contract A Bituminous Wearing Course to Bray Brothers, Inc. for \$88,448.00; Contract B Oil and Chip to Asphalt Maintenance Solutions, LLC for \$123,236.00; and Contract C Ultra-Thin Bonded Wearing Course to Asphalt Maintenance Solutions, LLC for \$244,031.50. Ms. Bradley stated that all paperwork was in order.

MOTION: A motion was made by Mr. Hood, seconded by Mr. Jones and carried unanimously, to award the 2018 Road Program Contract A Bituminous Wearing Course to Bray Brothers, Inc. for \$88,448.00; 2018 Road Program Contract B Oil and Chip to Asphalt Maintenance Solutions, LLC for \$123,236.00; and the 2018 Road Program Contract C Ultra-Thin Bonded Wearing Course to Asphalt Maintenance Solutions, LLC for \$244,031.50.

8.2. Business Corridor Overlay District Amendment: Ms. Bradley stated that the Planning Commission had the opportunity to review the proposed Business Corridor Overlay District Zoning Amendment. Their recommendations and concerns were passed on to Township staff. Ms. Bradley stated that the Corridor Overlay District would create a uniform set of design guidelines for future development along Butler Avenue.

Mr. Nelson requested the Board's opinion and guidance on whether the amendment should be more or less specific.

Ms. Bradley stated that she preferred that the minimum crosswalk width be 72 inches with brick stamping in order to meet ADA requirements.

Mr. Jones asked if a business or developer would be required to adhere to the overlay or if there would be room for design choices. Ms. Bradley stated that the Board would have the ability to waive items on a case-by-case basis.

Mr. Hood asked who would be responsible for maintaining the benches and emptying the trashcans throughout the corridor. Mr. Nelson stated that the responsibility would fall to the property owner and would be outlined in a maintenance agreement.

Mrs. Marchand asked if a property owner would be required to comply with all aspects of the Overlay when applying for a building permit. Mr. Nelson stated that they would only be required to comply with aspects of the Overlay that were related to the specific improvement they were making. For instance, if a property owner were to change the façade of the building the façade would need to comply with Overlay requirements. If a property owner went through land development, they would most likely be required to conform to everything in the Overlay.

Mrs. Jones stated that one of the tree species suggested in the Overlay was an invasive species. Mrs. Marchand stated she would investigate and make any necessary changes.

Mrs. Marchand asked how much control the Township was going to exert over green spaces. Mr. Nelson stated that several concepts were outlined in the Overlay, but ultimately the applicant would propose alternative ideas for the Boards approval.

MOTION: A motion was made by Mr. Jones, seconded by Mr. Hood and carried unanimously, to authorize advertisement of the Business Corridor Overlay District, and forward to the Planning Commissions for review.

8.3. New Britain Boulevard Traffic Signal System: Ms. Bradley stated that an approved PennDOT Traffic Signal Permit Plan had been received for a traffic light at New Britain Boulevard and County Line Road, and she was seeking authorization from the Board to put the construction project out for bid.

MOTION: A motion was made by Mr. Jones, seconded by Mr. Hood and carried unanimously, to authorize bidding out a contract for construction of the New Britain Boulevard Traffic Signal System.

8.4. 2018 Culvert Repair Project: Ms. Bradley stated that she was also seeking permission to advertise reconstruction contracts for four culverts throughout the Township. The Township had received verbal approval from DEP for the final two culverts, and all documentation was ready.

MOTION: A motion was made by Mr. Jones, seconded by Mrs. Jones and carried unanimously, to authorize bidding out a contract for construction of four culverts throughout the Township.

Mr. Nelson stated that the Township was able to acquire nine of ten rights-of-way and temporary construction easements from residents directly adjacent to the culverts. Negotiations with the last owner were stalled and Mr. Nelson requested authorization to proceed with condemnation of the required right-of-way, should an agreement not be reached.

MOTION: A motion was made by Mr. Hood, seconded by Mrs. Jones and carried unanimously, to authorize Mr. Nelson to prepare a Notice of Condemnation.

8.5. Tri-Municipal July Fourth Parade Marshals: Ms. Bradley stated that the Park and Recreation Board had recommended several candidates as Parade Marshals for the 2018 Tri-Municipal July Fourth Parade. She asked the Board to approve Major Shannon Revit, U.S. Air Force active duty as the Parade Marshal and Mr. Riley Guinan as Junior Parade Marshal.

MOTION: A motion was made by Mr. Jones, seconded by Mr. Hood and carried unanimously, to appoint Major Shannon Revit as Parade Marshal and Mr. Riley Guinan as Junior Parade Marshal for the 2018 Tri-Municipal July Fourth Parade.

9. Consent Agenda: There were no Consent Agenda Items at this time.

10. Board of Supervisors' Comments: Mrs. Haun stated that Doylestown was scheduled to hold their Annual Memorial Day Parade next Monday, and that she would be participating in the event.

11. Township Administration Comments:

11.1. Resignation of William Malone from the Veterans Committee: Ms. Bradley stated that she had received a letter of resignation from the Veterans Committee from William Malone. Mr. Malone had played an indispensable role in the construction of Veterans Park, but wished to begin focusing his time on helping Veterans in other ways.

MOTION: A motion was made by Mr. Jones, seconded by Mr. Hood and carried unanimously, to reluctantly accept the resignation of William Malone from the Veterans Committee.

11.2. Comcast Franchise Renewal Agreement: Ms. Bradley reminded the Board that New Britain Township had joined with other members of the Bucks County Consortium to negotiate a new cable franchise agreement with Verizon. A similar arrangement was being gathered to negotiate a Comcast franchise renewal agreement. Negotiation of a base agreement would be done through the Cohen Law Group with the fee being proportionally split on the same scale as the Verizon negotiation, on a per capita basis, New Britain Township's portion of the fee was \$7,336.31.

MOTION: A motion was made by Mrs. Jones, seconded by Mr. Hood and carried unanimously, to authorize contracting with the Cohen Law Group for services rendered on the Comcast Franchise Renewal Agreement at a cost of \$7,336.31.

12. Solicitor and Engineer Comments: There was no Solicitor Comment at this time.

Mrs. Marchand stated that she had been out to inspect the Spatola's property, based on a complaint by a resident at a recent Board meeting. She stated that water runoff appeared to be directed mainly to the basin at Mavis Tire. Some water did sheet-flow to the wooded area located at the rear of Spatola's property. Since everything was functioning properly and Spatola's was not altering their impervious surface, there were no grounds to force Spatola's to install additional stormwater management measures. Mrs. Marchand stated that when she was onsite that she knocked on the neighbor's door, but they were not home and she has not had the opportunity to speak with them directly.

Mr. Hood asked if Spatola's had plans to remove the shed and the other items piled behind their building. Mrs. Marchand stated she was not sure but could find out.

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 May 17, 2018, for \$189,496.45:

MOTION: Upon motion by Mr. Jones, seconded by Mr. Hood, the Board unanimously approved the Bills List dated May 17, 2018, for \$189,496.45.


16. Adjournment:

MOTION: There being no further business or comment, a motion was made by Mr. Jones, seconded by Mr. Hood, and unanimously carried, to adjourn the meeting at 9:50 a.m.

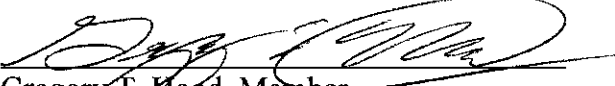
NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS

A. James Scanzillo, Chair

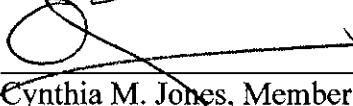
Helen B. Haun, Vice Chair




William B. Jones, III, Member



Gregory T. Hood, Member



Cynthia M. Jones, Member

Attest: 

Eileen M. Bradley
Secretary/Manager

150194