

**BOARD OF SUPERVISORS
MEETING MINUTES
October 3, 2016**

A Regular Meeting of the New Britain Township Board of Supervisors was held on Monday, October 3, 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, Sr., Helen B. Haun and Gregory T. Hood. Also present was Township Manager Eileen M. Bradley.

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.

3.1. Boy Scout Troop 36: Mr. Jones welcomed Boy Scout Troop 36 who was attending the meeting to observe the Board for a badge.

3.2. Walk to School Day: Ms. Bradley announced that the Annual Walk to School Day would be held Wednesday October 5. Ms. Bradley stated that Butler Elementary was unable to attend this year due to a scheduling conflict; however, students from Pine Run Elementary would participate and meet in the Township parking lot at 8:00 a.m.

4. Public Comment on Non-Agenda Items: Mr. Dolan of Forest Park Drive inquired about the building under construction at the corner of Park Avenue and Route 152, to see if it was a New Britain Township project. Mr. Jones noted that the project was located and approved in Chalfont Borough.

5. Approval of Minutes:

5.1. Minutes of Meeting of September 12, 2016:

MOTION: A motion was made by Mr. Scanzillo, seconded by Mrs. Haun and carried unanimously, to approve the September 12, 2016 Minutes as written.

5.2. Minutes of Meeting of September 19, 2016:

MOTION: A motion was made by Mr. Hood, seconded by Mr. Bodden and carried unanimously, to approve the September 19, 2016 Minutes as written.

6. Departmental Reports:

6.1. Park & Recreation Junior Board Member Recommendation: Ms. Bradley stated that on September 20, 2016, the Park and Recreation Board unanimously approved the recommendation of Jaclyn Ross for appointment as a new Junior Member of the Park and Recreation Advisory Board. Ms. Haun asked if the Junior Members bring ideas to the Board. Mr. Jones stated that they do bring a variety of ideas to the discussions and volunteer in most Township events.

MOTION: A motion was made by Mr. Scanzillo, seconded by Mr. Hood and carried unanimously, to appoint Jaclyn Ross to the Park and Recreation Advisory Board.

6.2. Proposed Joint Santa House Event with the Chalfont-New Britain Business Alliance: Ms. Benner stated that the Chalfont-New Britain Business Alliance (CNBBA) had approached the Township about combining their Santa House Event with the Township's Event. Ms. Benner added that along with the Township Park and Recreation Coordinator Jo Ann Lapp and Park and Recreation Board Chair Marco Tustanowksy, she had met with representatives from the CNBBA to discuss the CNBBA idea of combining the events. The group discussed having the Santa House one Friday night at the Chalfont Village Shopping Center, with Santa arriving in a horse-drawn carriage, a craft table for kids, a food truck, and reaching out to the businesses in the shopping center to participate in the event. CNBBA would discuss the ideas with their board on Wednesday October 5, seeking approval to combine the events. If the Board supported the idea, Jo Ann Lapp would work with the CNBBA and the Park and Recreation Board to create a joint committee to plan the event. Mr. Jones stated that he would prefer the event to take place at the Giant Shopping Center where the event had been previously held in the Township. The Board concurred with that assessment.

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

8. Consideration of New Business:

8.1. Budget 2017 Discussion: Ms. Bradley presented the Board with a draft preliminary 2017 Budget and noted that the numbers had not been finalized; staff would continue to refine them as November approached. The total Township assessment would most likely change as the County finalized the certified assessment in November. At present, the Budget showed most funds balanced before making necessary cuts, with no increase in millage.

Ms. Bradley discussed the possible establishment of a pilot program for electronic recycling. The Proposed Budget reflected a \$10,000 line item for a test event to collect and dispose of electronics and televisions. The Township could charge a nominal fee to offset some of the cost.

Mr. Jones requested that the Board review the draft Budget. Mr. Jones stated that all items and services that had been requested by Township Department Heads were contained within the draft Budget, and should be reviewed.

8.2. Official Zoning Map: Ms. Bradley stated that Township staff had updated the Township's Official Zoning Map to reflect all changes that had taken place through Ordinance adoptions over the past several years. Ms. Bradley requested a motion to adopt the revised Official Zoning Map dated February 23, 2015.

MOTION: A motion was made by Mr. Boddin, seconded by Mrs. Haun and carried unanimously, to approve adoption of the Official Zoning Map of February 23, 2015.

9. Consent Agenda:

MOTION: Upon motion by Mr. Hood, seconded by Mrs. Haun, the Board unanimously approved the following Consent Agenda items: Stormwater Facilities Operation and Maintenance Agreement for Scott M. and Colleen M. Haag, 98 Upper Church Road, TMP #26-003-106 for facilities associated with a single-family home with corresponding permanent escrow of \$470.00; Blooming Glen Contractors Payment #2 for Veterans Park in the amount of \$104,886.13, leaving \$187,714.60 remaining on the contract for Veterans Park Phase One construction; A Permit Agreement and Financial Security Agreement for Holy Properties, LLC, for property located at 324 Schoolhouse Road, TMP #26-001-103-001, with corresponding financial security of \$189,734.85.

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

11. Township Administration Comments:

11.1. Bucks County 2016 Hazard Mitigation Plan Adoption Resolution #2016-24: Ms. Bradley stated that the Bucks County Emergency Management Agency and the Bucks County Planning Commission in cooperation with other County departments, and officials and citizens of the Township of New Britain have developed the Bucks County 2016 Hazard Mitigation Plan, which includes portions specific to New Britain Township. She recommended adoption of Resolution #2016-24, adopting the Bucks County 2016 Hazard Mitigation Plan as the official Hazard Mitigation Plan for New Britain Township. Adoption would make the Township eligible for PEMA and FEMA hazard relief grants.

MOTION: Upon motion by Mrs. Haun, seconded by Mr. Scanzillo, the Board unanimously approved Resolution #2016-24, adopting the Bucks County 2016 Hazard Mitigation Plan as the official Hazard Mitigation Plan for New Britain Township.

11.2. 2016 Excess Pension Payment: Ms. Bradley stated that last year, we passed our 2016 Pension MMOs in the beginning of September, 2015. Then the 2015 Valuation Report came out, which prompted adoption of revised MMOs at lower numbers in November. The Board unanimously voted in 2015 to adopt the revised lower numbers, but placed the monetary difference between the two MMOs, \$124,417.00, in the 2016 Budget with the intent of making an excess pension payment equal to the original MMOs.

Ms. Bradley noted that the annual Pension State Aid money had been received and paid into the two Pension Plans. She reiterated her recommendation to make the Excess Payment to the pensions.

At a recent Pension Committee meeting, Pension Advisors InR recommended that we spread out payment over the next year in an effort to increase our gains. Ms. Bradley recommended this action, and I have also brought this up to the Board, and they have agreed to your suggestion. She also recommended placing the entirety of the Excess Payment into the Non-Uniform Pension Plan only.

MOTION: Upon motion by Mr. Boddin, seconded by Mr. Hood, the Board unanimously approved contributing the budgeted Excess Pension Payment of \$124,417.00 into the Non-Uniform Pension, spreading out the distribution as recommended by Pension Advisor InR.

11.3. Appraisal Requests: Ms. Bradley asked for approval to order four appraisals for four different properties in which the Township was interested in acquisition.

MOTION: Upon motion by Mr. Boddin, seconded by Mr. Hood, the Board unanimously authorized the Township Manager to order appraisals on four properties within the Township.

11.4. Request to Close Municipal Offices on Election Day: Ms. Bradley requested that the Board consider closing the Township Offices on Election Day, November 8, as the Township Building is a Polling Place, and it will be difficult for staff to work.

MOTION: Upon motion by Mrs. Haun, seconded by Mr. Boddin, the Board unanimously approved closing the Township Offices on November 8, 2016, Election Day.

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 September 30, 2016 for \$478,212.02:

MOTION: Upon motion by Mr. Hood, seconded by Mr. Scanzillo, the Board unanimously approved the Bills List dated September 30, 2016 for \$478,212.02.

15.2. Bills List dated September 30, 2016 for \$3,345.33:

MOTION: Upon motion by Mrs. Haun, seconded by Mr. Hood, the Board unanimously approved the Bills List dated September 30, 2016 for \$3,345.33.

16. Adjournment:

MOTION: There being no further business or comment, a motion was made by Mrs. Haun, seconded by Mr. Hood, and unanimously carried, to adjourn the meeting at 7:30 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

Gregory T. Hood, Member

Attest: _____
Eileen M. Bradley
Manager/Secretary