

**BOARD OF SUPERVISORS  
MEETING MINUTES  
June 7, 2021**

A Regular Meeting of the New Britain Township Board of Supervisors was held on Monday, June 7, 2021, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Supervisors: Chair Gregory T. Hood, 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, Township Engineer Craig Kennard, and Township Solicitor Peter Nelson, Esq.

1. **Call to Order:** Mr. Hood called the Meeting to order.
2. **Pledge of Allegiance:** Mr. Hood led the Board and audience in the Pledge of Allegiance.
3. **Announcements:** Mr. Hood announced that the Board had met in Executive Session prior to this Meeting to discuss personnel issues, land acquisition, and litigation.
4. **Public Comment:** Mr. Hood called for Public Comment on anything, other than the Conditional Use Application.

Ms. Deborah Rendon of Keller Road asked about the Stormwater Operations & Maintenance (Stormwater O&M) Agreements on the consent agenda. Mr. Nelson stated any resident required to install stormwater management features as part of property improvements is required to pay a fee and sign a Stormwater O&M to ensure the installed stormwater feature functions as designed and is maintained properly.

Mrs. Margaret Briggs of Forest Park Drive asked if the Township could investigate improving its process for updating the website and posting minutes for public review. Mr. West stated this process is in motion and it will take time to implement.

5. **Public Hearing: Conditional Use Application - 1 Highpoint Drive:** Mr. Hood recused himself from participating in the Conditional Use Hearing and turned over control of the meeting to Vice Chair, Mrs. Haun.

Mrs. Haun called for a motion to open the Public Hearing at 7:10 p.m.

**MOTION: Upon motion by Mrs. Jones, seconded by Mr. Jones and unanimously carried, the Board opened the Conditional Use Hearing for 1 Highpoint Drive.**

A stenographic record was taken for the Conditional Use Hearing for 1 Highpoint Drive for this portion of the meeting.

**MOTION: There being no further discussion, a motion was made by Mr. Jones, seconded by Ms. McCabe and carried unanimously, to close the Public Hearing at 9:34 p.m.**

No further action was taken by the Board at this time. Mr. Hood resumed his role as Chair for the remainder of the meeting.

## 6. Consideration of Old Business:

**6.1. 98 Railroad Avenue Planning Module:** Mr. West asked Township Engineer Mr. Kennard to speak about this agenda item.

Mr. Kennard stated the project had already received preliminary/final land development approval from the Board. He stated the applicant applied for and was denied an exemption to the Township's 537 plan. The applicant is required to process an amendment to the Township's Act 537 plan as a result of this denial. Mr. Kennard requested the Board approve the planning module resolution and authorize staff to sign any associated documents that could be signed administratively.

**MOTION: Upon motion by Ms. McCabe, seconded by Mr. Jones and unanimously carried, the Board approved the 98 Railroad Avenue Planning Module Resolution and authorized Township Staff to execute all corresponding documents required for submitting the planning module.**

## 7. Consideration of New Business:

**7.1. 2021 Meeting Schedule – July-December:** Mr. West presented the Board with his vision of the Townships meeting schedule moving forward. This included canceling the July 5<sup>th</sup> meeting and readvertising the meetings for September through the remainder of 2021. The first meeting of every month would be a work session and be informational only. The second meeting would be a business meeting where action would be taken by the Board on the information presented at the first meeting.

The Board discussed the new meeting format.

**MOTION: A motion was made by Mrs. Haun, seconded by Mrs. Jones, and unanimously approved to cancel the Board of Supervisors meeting scheduled for July 5<sup>th</sup>.**

**MOTION: A motion was made by Ms. McCabe, seconded by Mr. Jones, and unanimously approved to advertise a new meeting format, with the first meeting of the month is a work session in the a.m. and the second meeting of the month is a business meeting in the p.m. with any pressing and/or urgent matters of high public interest being reserved for the evening meeting to allow for public participation.**

**7.2. Passive Open Space Restoration Pilot Project:** Mr. West stated the Board had authorized Mr. Ken Jones to pursue planning a pilot project for the restoration of passive open space owned by the Township. He stated staff had met with Mr. Jones who had identified a project on Marshall Circle and due to time constraints involved with applying for a grant required the Boards immediate action. Mr. West stated staff was in support of the proposed project.

Mr. West asked the Board to authorize Mr. Jones to apply for the grant and work with Township Staff and Professionals to develop a final plan for the project.

**MOTION:** A motion was made by Mr. Jones, seconded by Mrs. Jones, and unanimously approved implementing the Passive Open Space Restoration Pilot Project for the Township-owned open space at Marshall Circle, conditioned upon reviews by Township Staff, Engineer, and Solicitor before implementation.

**7.3. 4<sup>th</sup> of July Parade:** Mr. West stated this was the Board's final opportunity to green light or red light the July 4<sup>th</sup> Tri-Municipal Parade and asked the Board to make a motion to that extent.

**MOTION:** A motion was made by Mr. Hood, seconded by Ms. McCabe, and unanimously approved to move forward with the July 4<sup>th</sup> Parade as planned.

**8. Consent Agenda:**

**MOTION:** Upon motion by Mrs. Haun, seconded by Mr. Jones, the Board unanimously approved the following Consent Agenda items: Execution of a Professional Services Agreement with Robert and Linda Goldman for 42 Barner Road, TMP #26-004-044-001, with corresponding legal and engineering escrow of \$5,000.00; Execution of a Stormwater Facilities Operation and Maintenance Agreement with Glenn Coleman and Linda Grimm for a vacant property on Peace Valley Road, TMP #26-011-016, with a Stormwater BMP maintenance fee of \$643.13; Execution of a Stormwater Facilities Operation and Maintenance Agreement with Paul and Carole Bizon for Creek Road, TMP #26-011-027, with a Stormwater BMP maintenance fee of 1,320.00; Escrow Release #7 for Hallmark Homes-Mill Ridge LLC for the Mill Ridge Subdivision in the amount of \$100,224.41, leaving \$341,892.09 remaining.

**9. Board of Supervisors' Comments:** There was no Board of Supervisors' Comments at this time.

**10. Other Business:** There was no Other Business at this time.

**11. Payment of Bills:**

**11.1. Bills List dated May 21, 2021 for \$6,095.62 (medical reimbursements):**

**11.2. Bills List dated June 3, 2021 for \$179,626.88:**

**11.3. Bills List dated June 3, 2021 for \$81,756.87:**

**MOTION:** Upon motion by Mrs. Jones, seconded by Mr. Jones, the Board unanimously approved the Bills List dated May 21, 2021 for \$6,095.62, June 3, 2021 for \$179,626.88, and June 3, 2021 for \$81,756.87.

**12. Adjournment:**


**MOTION:** There being no further business or comment, a motion was made by Mrs. Haun, seconded by Ms. McCabe, and unanimously carried, to adjourn the meeting at 10:10 p.m.


170236


**NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS**

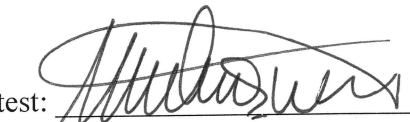
  
\_\_\_\_\_  
Gregory T. Hood, Chair

  
\_\_\_\_\_  
Helen B. Haun, Vice Chair

  
\_\_\_\_\_  
William B. Jones, III, Member

  
\_\_\_\_\_  
Cynthia Jones, Member

  
\_\_\_\_\_  
MaryBeth McCabe, Esq., Member

Attest:   
\_\_\_\_\_  
Matt West  
Secretary/Township Manager