

**BOARD OF SUPERVISORS  
MEETING MINUTES  
October 17, 2022**

A Business Meeting of the New Britain Township Board of Supervisors was held on Monday, October 17, 2022, 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 William B. Jones, III, Members, Cynthia M. Jones, MaryBeth McCabe, Esq, and Stephanie Shortall. Also present were Township Manager Matt West, Assistant Manager Michael Walsh, Finance Director John Bates, Police Chief Richard Clowser, Township Engineer Craig Kennard, P.E., and Township Solicitor Sean Gresh.

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. **Chair Comments:**

A. Executive Session:

Mr. Hood announced that the Board had met in Executive Session prior to the meeting to discuss personnel issues, land acquisition, and litigation.

B. Commendation

- i. Officer Paul Zielinski

Chief Clowser announced the commendation for Patrol Officer First Class Paul Zielinski for his actions responding to an incident on Wednesday, September 21, 2022.

C. Parks & Recreation Vacancy Interview

- i. Gina Huhn

D. Veterans Committee Vacancy Interview

- i. Angelo Barone

Mr. Walsh stated the Board had asked to meet with the candidates for the Parks & Recreation Committee Vacancy and the Veterans Committee Vacancy, and two of the candidates were present this evening. He introduced the Board to Gina Huhn & Angelo Barone.

4. **Public Comment:** There was no Public Comment at this time.
5. **Presentation Items:**

A. 2023 Draft Budget:

Mr. West presented the Board with the first draft budget for 2023.

6. **Action Items:**

- A. Motion to approve meeting minutes of the Board of Supervisors meeting

**MOTION: Upon motion by Mr. Jones, seconded by Mrs. Jones and unanimously carried, the Board approved the minutes of the September 26, 2022 Business Meeting and the October 3, 2022 Workshop Meeting of the New Britain Township Board of Supervisors.**

B. Motion to approve schedule of bills

**MOTION: Upon motion by Mr. Jones, seconded by Ms. McCabe and unanimously carried, the Board approved the Schedule of Bills dated October 7, 2022, in the amount of \$158,488.00, and authorize the Township Manager to pay all bills, per the attachment.**

C. Motion to approve consent agenda

**MOTION: Upon motion by Ms. McCabe, seconded by Mr. Jones and unanimously carried, the Board approved all items on the consent agenda, dated October 17, 2022, per the attachment.**

D. Motion to approve Resolution #2022-22: 141 Independence Lane Prelim/Final Approval

Mr. Gresh presented the Board with Resolution #2022-22 granting preliminary/final approval for the Subdivision/Land Preservation at 141 Independence Lane. The Board discussed Resolution #2022-22.

**MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Shortall and unanimously carried, the Board approved Resolution 2022-22: 141 Independence Lane Preliminary/Final Approval, per the attachments.**

E. Motion to approve Resolution #2022-23: 409 West Butler Amendment

Mr. Gresh presented the Board with Resolution #2022-23 the first amendment to the preliminary/final approval for the project at 409 West Butler Avenue. The Board discussed Resolution #2022-23.

**MOTION: Upon motion by Mrs. Shortall, seconded by Mrs. Jones and unanimously carried, the Board approved Resolution 2022-23: 409 West Butler Avenue Preliminary/Final Approval Amendment, per the attachments.**

F. Motion to approve Resolution #2022-24: Public Improvement Dedication – New Britain Woods

Mr. Gresh presented the Board with Resolution #2022-24 accepting the public improvements for the I New Britain Woods project on Barclay Road. Mr. Kennard stated the Township Engineer was in support of the public improvements being dedicated to the Township. The Board discussed Resolution #2022-24.

**MOTION: Upon motion by Mr. Jones, seconded by Ms. McCabe and unanimously carried, the Board Resolution 2022-24: Public Improvement Dedication for New Britain Woods, per the attachments.**

G. Motion to advertise Ordinance 2022-11-05: Zoning Amendment – Stormwater Update

Mr. Gresh and Mr. Kennard requested the Board authorize advertisement of Ordinance 2022-11-05: Zoning Amendment – Stormwater Update, which were changes required by the Department of Environmental (DEP) to the Township's Zoning Ordinance. The Board discussed Ordinance 2022-11-05: Zoning Amendment – Stormwater Update.

**MOTION: Upon motion by Mr. Jones, seconded by Mrs. Jones and unanimously carried, the Board authorized advertisement of Ordinance 2022-11-05: Zoning Amendment – Stormwater Amendment.**

H. Motion to approve RoadWay pavement AI Expense for road paving plan

Mr. West stated the Township had budgeted for this expense in the 2022 Budget and was seeking the Boards approval to move forward with the expense. The Board discussed the RoadWay pavement AI Expense for road paving plan.

**MOTION: Upon motion by Mrs. Jones, seconded by Ms. McCabe and unanimously carried, the Board approved RoadWay pavement AI Expense for road paving plan, per the attachments.**

I. Motion to approve First Amendment to Conservation Easement for 123 Creek Road

Mr. West stated the Board had been presented with the Conservation Easement swap for 123 Creek Road at a previous meeting. Mr. Kennard and Mr. Gresh stated the applicant had provided all the necessary documentation. The Board discussed the First Amendment to Conservation Easement for 123 Creek Road.

**MOTION: Upon motion by Mrs. Jones, seconded by Ms. McCabe and unanimously carried, the Board approved the First Amendment to Conservation Easement for 123 Creek Road, per the attachments.**

J. Motion to advertise the Coleman property Demolition Bid

Mr. West stated the bid documents have been prepared by Assistant Manager Michael Walsh and were reviewed by the Township Solicitor Sean Gresh. The Board discussed the Coleman property Demolition Bid.

**MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Shortall and unanimously carried, the Board authorized advertisement of the Coleman property Demolition Bid.**

K. Motion to add Action Item L the purchase of new play structure for North Branch Park to the agenda

**MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Jones and unanimously carried, the Board added Action Item L the purchase of new play structure for North Branch Park to the agenda.**

L. Motion to authorize purchase of new play structure for North Branch Park (Amended 10/17/22)

Mr. West stated the funds were being returned for the play structure ordered through the previous company and while everyone liked the old structure better this company said they could have theirs installed before the end of 2022. The Board discussed the new play structure for North Branch Park.

**MOTION: Upon motion by Mr. Jones, seconded by Mrs. Jones and unanimously carried, the Board approved the purchase of a new play structure for North Branch Park, per the attachments.**

## 7. Information Items:



**A. Township Manager's Report:** Mr. West provided the Board with his Manager's Report. The Board discussed the Manager's Report.

Mr. Walsh discussed the memo he provided the Board on the history of the Old Iron Hill Trail Link and asked if they had any questions or feedback. The Board discussed the Old Iron Hill Trail Link memo.

**B. Departmental Reports:** Mr. West provided the Board with Code & Public Works Departmental Reports. Chief Clowser presented the Police Departmental Report. Mr. Bates presented the Finance Report. The Board discussed the Departmental Reports.

**C. Solicitor's Report:** Mr. Gresh provided the Board with the Solicitor's Report. The Board discussed the Solicitor's Report.

**D. Engineer's Report:** Mr. Kennard provided the Board with the Engineer's Report. The Board discussed the Engineer's Report.

**E. Board of Supervisor's Comments:** Mrs. Jones stated Ken Jones would be planting the trees he received through the Penn State Master Watershed Steward Program and the Keystone 10-Million Trees Partnership in the Circle Drive Basin and was looking for volunteers. Mr. Walsh asked Mrs. Jones to forward the information to post it on the Township's website and social media.

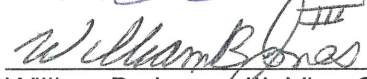
Ms. McCabe stated she attended a PSATS one-day conference about conducting a public meeting and learned a lot.

**8. Adjournment:** Mr. Hood announced t the Board's next meeting was on Monday, November 7, 2022, at 7:00 p.m. and called for a motion to adjourn.


**MOTION:** There being no further business or comment, a motion was made by Mrs. Jones, seconded by Mrs. Shortall, and unanimously carried, to adjourn the meeting at 8:37 p.m.

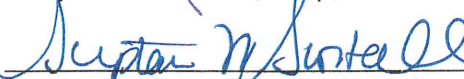
**NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS**

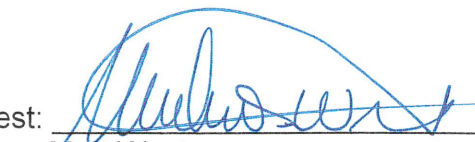
  
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Gregory T. Hood, Chair

  
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William B. Jones, III, Vice Chair

  
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Cynthia Jones, Member

  
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MaryBeth McCabe, Esq., Member

  
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Stephanie Shortall, Esq., Member

Attest:   
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Matt West  
Secretary/Township Manager