

**BOARD OF SUPERVISORS
MEETING MINUTES
January 23, 2023**

A Business Meeting of the New Britain Township Board of Supervisors was held on Monday, January 23, 2023, 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 Stephanie Shortall, Members, Gregory T. Hood, and MaryBeth McCabe, Esq. Supervisor Cynthia M. Jones joined the meeting via Zoom. Also present were Assistant Manager Michael Walsh, Finance Director John Bates, Director of Planning & Zoning David Conroy, Police Chief Richard Clowser, Township Engineer Craig Kennard, P.E., and Township Solicitor Sean Gresh. Township Manager Matt West attended the meeting via Zoom.

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. **Chair Comments:**

A. Executive Session:

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

4. **Presentation Items:** (Informational only. Possible action to be taken by the Board at the next Business meeting)

A. Turf Field at West Branch Park – PA Rush

Appearing on behalf of PA Rush was Joseph Cullin, Esq. and Robert Depman, to discuss PA Rush's proposal to convert the multi-purpose field at West Branch Park into a turf field and install lights. PA Rush proposed paying for the turf field installation and maintenance. In exchange for paying for the cost of the improvements, PA Rush would have the right of first refusal for use of the field. PA Rush was present to discuss their responses to the Board's questions from their presentation at the November 21, 2022, Business Meeting. The Board asked additional questions of the applicant, before opening the discussion for Public Comment.

Anne Henshaw of Inverness Circle, Geraldine Kupcha of Applecross Circle, Bruce Quedenfeld of Brittany Drive and Terrance & Janet Dunn and Ronald & Cheylayne Walker of Overllook Drive, and several other residents opposed PA Rush's proposal.

Michel Lockett of Hickory Lane, Kevin McKee of Monarch Court, Daniel Hull of Stonyhill Drive, and several other residents favored PA Rush's proposal.

The Board took no action on this item.

5. **Subdivision/Land Development Projects:** (Informational only. Possible action to be taken by the Board at the next Business meeting)

A. 9 Sellersville Road – Waiver Request

Appearing on behalf of the applicant, Alberto Tecce, was Joel Hogan, Civil Engineer, and Al Tecce, to discuss their waiver request for 9 Sellersville Road with the Board. Mr. Kennard stated that Gilmore and the Fire Marshal had reviewed this request and had no issues with granting the request. The Board, the applicant, and professional staff discussed the waiver request.

This item will be presented for Board action at the February 6, 2023, Workshop Meeting.

B. 4311 County Line Road – Toll Brothers – Revised Sketch Plan

Appearing on behalf of the applicant was Nate Fox, Esq. of Obermayer Rebmann Maxwell & Hippel LLP, and Brian Thierrin from Toll Brothers, to discuss their updated sketch plan for 4311 County Line Road. The Board, the applicant, and Township professionals & staff discussed the sketch plan.

Mr. Jones asked for Public Comment.

Jessica Young of New Galena Road, Peggy Driscoll of Blue Jay Road, George & Arlene Schueller, Jen Troupe of Airy Avenue, and Miles Roe of Stonyhill Drive opposed the project.

The Board took no action on this item.

6. Zoning Hearing Board Applications:

A. None

7. Action Items:

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

MOTION: Upon motion by Mr. Hood, seconded by Mrs. Shortall and unanimously carried, the Board approved the minutes of the December 12, 2022 Business Meeting and the January 3, 2023 Re-Organization Meeting of the New Britain Township Board of Supervisors.

B. Motion to approve schedule of bills

MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Shortall and unanimously carried, the Board approved the Schedule of Bills dated January 13, 2023, in the amount of \$528,955.96, 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 Mrs. Shortall and unanimously carried, the Board approved all items on the consent agenda, dated January 23, 2023, per the attachment.

D. Motion to approve Resolution 2023-03: Records Dissolution #1

MOTION: Upon motion by Mr. Hood, seconded by Ms. McCabe and unanimously carried, the Board approved Resolution 2023-03: Records Dissolution #1, per the attachments.

E. Motion to approve Resolution 2023-04: 2023 Budget Amendment #1

Mr. Walsh asked the Board if they had any questions about 2023 Budget Amendment #1. The Board discussed Resolution 2023-04: 2023 Budget Amendment #1.

MOTION: Upon motion by Mr. Hood, seconded by Ms. McCabe and unanimously carried, the Board approved Resolution 2023-04: 2023 Budget Amendment #1, amending the 2023 Final Budget to include expenses for Server Upgrades & IT Consolidation to be paid for by using American Rescue Plan funds, per the attachments.

F. Motion to approve Resolution 2023-05: Employee Manual Update

MOTION: Upon motion by Mr. Hood, seconded by Ms. McCabe and unanimously carried, the Board approved Resolution 2023-05: Employee Manual Update, per the attachments.

G. Motion to approve Resolution 2023-06: Mill Ridge Public Improvements Dedication

MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Shortall and unanimously carried, the Board approved Resolution 2023-06: Mill Ridge Public Improvements Dedication, per the attachments.

H. Motion to approve new domain name for Township email

Mr. Walsh asked the Board if they had any questions about the Township's new email domain. The Board discussed the new email domain.

MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Shortall and unanimously carried, the Board approved using "@nbtpa.us" as the Township's new email domain, per the attachments.

I. Motion to approve the purchase of a new server

Mr. Walsh asked the Board if they had any questions about the purchase of a new server. The Board discussed the purchase of a new server.

MOTION: Upon motion by Mrs. Shortall, seconded by Mr. Hood and unanimously carried, the Board approved the purchase of a new server as part of the IT Consolidation project, to be paid for by using American Rescue Plan funds, per the attachments.

J. Motion to reapprove the Lot Line Change for 1 & 2 Naomi Lane

Mr. Gresh stated that the Board needed to reapprove the Lot Line Change for 1 & 2 Naomi Lane because the record plan was not recorded within six months of the initial approval in 2021. The Board discussed reapproving the Lot Line Change for 1 & 2 Naomi Lane.

MOTION: Upon motion by Mr. Hood, seconded by Ms. McCabe and unanimously carried, the Board reapproved the Lot Line Change for 1 & 2 Naomi Lane, per the attachments.

K. Motion to authorize 98 Railroad to withdraw DEP Planning Module

Mr. Kennard stated that the Board's authorization was necessary to provide the applicant for 98 Railroad Avenue with a withdrawal letter on Township letterhead.

MOTION: Upon motion by Mr. Hood, seconded by Mrs. Shortall and unanimously carried, the Board authorized Township staff to work with the applicants of 98 Railroad Ave to withdraw their DEP Planning Module for On-lot Sewage Systems now that public sewer is available.

- L. Motion to approve Township Manager to attend the 2023 Association of Pennsylvania Municipal Managers Executive Development Conference

MOTION: Upon motion by Mrs. Shortall, seconded by Ms. McCabe and unanimously carried, the Board approved the Township Manager to attend the 2023 Association of Pennsylvania Municipal Managers Executive Development Conference.

9. Information Items:

- A. **Township Manager's Report:** Mr. West & Mr. Walsh provided the Board with the Township Manager's Report. The Board discussed the Manager's Report.
- B. **Departmental Reports:** Mr. Walsh 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:** Mr. Hood asked about the project to update the Township's legal and engineering escrow process and if there were any issues with any escrow accounts. Mr. Bates stated that the project was progressing, and, to his knowledge, there were no issues.

10. Public Comment:

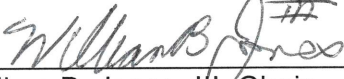
11. Committee Reports:

- A. **Parks & Recreation Committee:** Mr. Walsh provided the Board with the Parks & Recreation Committee report. The Board discussed the Parks & Recreation Committee Report.

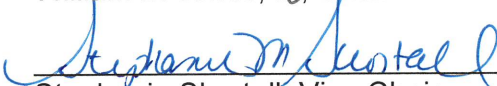
12. Adjournment: Mr. Jones announced that the Board's next meeting was on Monday, February 6, 2023, at 7:00 p.m. and called for a motion to adjourn.

MOTION: There being no further business or comment, a motion was made by Mrs. Shortall, seconded by Ms. McCabe, and unanimously carried, to adjourn the meeting at 9:55 p.m.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS



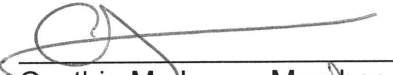
William B. Jones, III, Chair



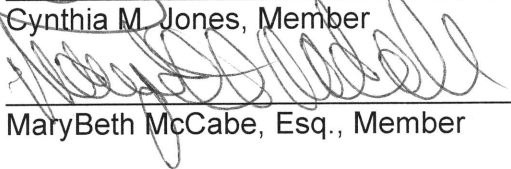
Stephanie Shortall, Vice Chair



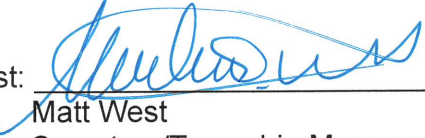
Gregory T. Hood, Member



Cynthia M. Jones, Member



MaryBeth McCabe, Esq., Member

Attest: 

Matt West
Secretary/Township Manager