



New Britain Township

Park & Recreation Board

MEETING MINUTES September 17, 2024

A Meeting of the New Britain Township Park and Recreation Board was held on September 17, 2024, at the Township Administration Building, 207 Park Avenue, New Britain Township, Pa., and with the use of the Zoom Video Conferencing Platform, beginning at 7:00 p.m. In attendance were Jessica Young, Marco Tustanowsky, Nancy Jones, Brooke Newborn, and William Jones. Also in attendance was Bill May and Susan Gelb New Britain Township Staff.

1. **Approval of Minutes from June 18, 2024:** A motion was made by Brooke Newborn seconded by Nancy Jones and carried unanimously the June 18, 2024, minutes were approved as written.
2. **Approval of Minutes from July 16, 2024:** A motion was made by Brooke Newborn seconded by Nancy Jones and carried unanimously the July 16, 2024; minutes were approved as written.
3. **Fall Festival Update:** Sue Gelb informed the Parks and Recreation Board of the following itinerary regarding the Fall Festival
 - a. There are twelve baskets for the raffle sales.
 - b. Coleman Hay Farms is delivering hay bales for the event.
 - c. There are fifty-one vendors scheduled.
 - d. There will be a petting zoo present.
 - e. Fire Police will be present to assist with parking.
 - f. Five Participants in the Touch-a-Truck
 - g. Four inflatable amusement structures
 - h. One food truck in addition to the Toro Guacamole vendor
 - i. Only two cars registered for the car show.
 - j. Discount New Britain Township Three-Hundred anniversary tiles will be for sale.
 - k. The Bucks Bubble Truck will be in attendance.
 - l. 2 Public Works Employees will be present for set up, break down, trash and generators.

Pumpkins for the event will be picked up by Public Works on Friday the 20th. Jessica Young asked what was done with the leftover pumpkins. Bill May informed that they were distributed to local daycares for Halloween.
4. **Santa House:** Jessica Young inquired about what dates the event will be held on this year. Sue Gelb informed all present that it is scheduled for the second Friday and Saturday of December 12th and 13th, the event will still take place in New Britain Village shopping center, she also stated that the choirs have also been scheduled, the rest of the planning will commence after the fall festival is completed. Bill May informed that he has a design plan to eliminate the archway leading into the Santa House and make it more ADA



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compliant. The advisory board assisted with giving Sue Gelb some direction from prior years, donations, bells for the children etc.

- 5. Other Business:** Bill May informed the board that the completion of the renovation of the basketball courts at North Branch Park should be completed within 1 to 2 weeks weather pending, and that all stumps were removed, and all repairs were made to the walking trail at North Branch, and the repaving of the trail has begun. Bill May also informed the board that the K9 event that was proposed to be held at West Branch Park was canceled due to specific needs that could not be accommodated.

Jessica Young inquired about the vacancy on the Park and Recreation Board, Bill May informed the Board that an official resignation was needed from Renee Steskal, Bill also stated that he has reached out via email asking for an official resignation, and is still waiting for a response. Bill Jones stated that it would be up to the Board of Supervisors to appoint a member to fill the vacancy. Marco Tustanowsky suggested earlier than later to ensure a quorum. Bill Jones stated that the Board will have to check with the township solicitor in moving forward if no response is received from Renee Steskal.

6. Public Comment: None

7. Adjournment:

- **Motion:** A motion was made by Marco Tustanowsky and seconded by Brooke Newborn and unanimously carried to adjourn the meeting at 7:36 p.m.

Respectfully Submitted,



Jessica Young, Chairperson



William May, Parks &
Recreation Coordinator

Next meeting – October 15, 2024