

**BUDGET WORKSHOP #2  
MEETING MINUTES  
October 15, 2024**

The Board of Supervisors Budget Workshop #2 Meeting of New Britain Township was held on Tuesday, October 15, 2024, at the Township Building, 207 Park Avenue, Chalfont, PA beginning at 8:30am.

Present were Supervisors: Cynthia M. Jones- Chair, MaryBeth McCabe – Vice-Chair, Bill Jones, Stephanie Shortall, and Bridget Kunakorn. Also present were Dan Fox - Township Manager, Chief Richard Clowser, Ryan Cressman – Public Works Superintendent, Bill May – Park & Recreation Supervisor, Kristin Carpenter – Director of Finance, and Alexandria Mullin – Assistant to the Township Manager.

1. **Call to Order:** Cynthia Jones called the meeting to order at 8:30 am.
2. **Pledge of Allegiance:** Cynthia Jones led the Board and public in the Pledge of Allegiance.
3. **Chair Comments** Cynthia Jones stated that the Board met in Executive session, prior to this meeting, to discuss personnel matters and litigation items.

**4. Information Items**

**A. Township Manager- Budget Overview**

Dan discussed the changes made to the budget from the last session and the reduction in expenditures across all funds. Dan explained that the goal is to reduce the gap between the revenue coming into the Township and the expenditures of the Township.

**B. Departmental Requests**

MaryBeth McCabe asked Chief Clowser to explain the need and process for purchasing new vehicles and the lifecycle he expects from each vehicle.

Chief explained that each vehicle has a shelf life given its use and that older vehicles will be repurposed in other capacities.

MaryBeth asked Ryan Cressman to rank the items on the Public Works request in order of priority.

Ryan Cressman responded and gave reasonings as to why each piece of equipment would be most beneficial to the Township and the department's needs.

MaryBeth asked Bill May to rank the items on the Park & Recreation request in order of priority.

Bill May responded and gave reasonings as to why each request and/or piece of equipment would greatly benefit the Township and the department's needs.

Cynthia Jones asked to clarify where the funds for the Capital Plan requests come from.

Dan Fox said that these expenses would not be pulled from the General Fund.

Kristin Carpenter explained the need for updated budgeting software to complement the existing software.

**C. Township Manager – Expenditures / Capital Overview**

A discussion ensued regarding the additional items on the Capital Plan list including the decision about Keller Road Bridge, the Township Building maintenance plan, and traffic signal maintenance. Dan explained that all projects are still in the discussion stages and need further research before it can be presented to the Board for a decision to be made.

**5. Public Comment**

Mary Margaret Briggs asked about American Rescue Funds being spent.

Dan Fox responded that ARPA monies refer to that fund.

Mary Margaret also asked when the budget documentation would be available for public consumption.

Dan Fox stated that the Preliminary budget will be available on November 4<sup>th</sup>.

**6. Announcements**

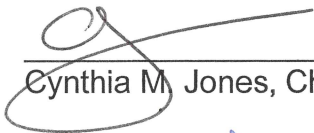
The next meeting of the Board of Supervisors of New Britain Township will take place on **Tuesday, October 21<sup>st</sup>, 2024, at 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

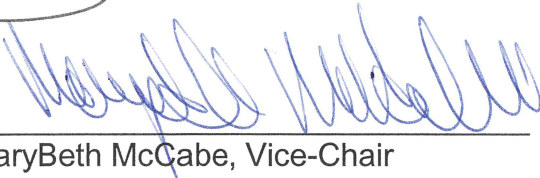
**7. Adjournment**

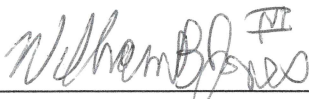
Stephanie Shortall moved, seconded by MaryBeth McCabe, to adjourn the meeting.

The Board unanimously adjourned the meeting at 9:56 am.

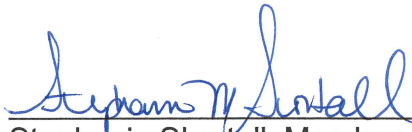
**NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS**

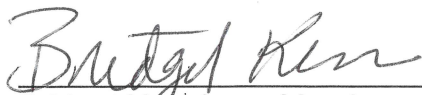
  
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Cynthia M. Jones, Chair

  
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MaryBeth McCabe, Vice-Chair

  
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William B. Jones, III, Member

Attest:   
\_\_\_\_\_  
Dan Fox, Township Manager

  
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Stephanie Shortall, Member

  
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Bridget Kunakorn, Member