

**BOARD OF SUPERVISORS  
RE-ORGANIZATION MEETING  
MEETING MINUTES  
January 2, 2024**

The Reorganization Meeting of the Board of Supervisors of New Britain Township was held on Tuesday, January 2, 2024 at the Township Building, 207 Park Avenue, Chalfont, PA beginning at 6:30p.m.

Present were Supervisors: William B. Jones, III, Stephanie Shortall and Marybeth McCabe. Also, present were Township Interim Manager John A. Granger, Township Engineer Craig Kennard, P.E. and Police Chief Richard Clowser(6:55pm). *also in attendance were Cynthia Jones, Supervisor elect and Marybeth McCabe, Bridget Kunakorn, Supervisor elect JL*

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**I REORGANIZATION**

- 1. **Call to Order:** Mr. Granger, Temporary Chair, called the meeting to order.
- 2. **Pledge of Allegiance:** Mr. Granger led the Board and audience in the Pledge of Allegiance.
- 3. **Oaths of Office:**
  - A. Brooke Newborn, Notary Public, administered the oath of office to Supervisor Cynthia M. Jones.
  - B. Brooke Newborn, Notary Public, administered the oath of office to Bridget Kunakorn, Township Supervisor.
  - C. Brooke Newborn, Notary Public, administered the oath of office to Joe Kunakorn Township Auditor.

**4. Nominations for Chair:**

- A. Marybeth McCabe motioned, seconded by Bridget Kunakorn, Cynthia M. Jones was nominated as Chair. There were no additional nominations.

**MOTION: MaryBeth McCabe motioned, seconded by Bridget Kunakorn, the Board of Supervisors unanimously elected Cynthia M. Jones to Chair.**

At this time, Mr. Granger relinquished the floor to Mrs. Jones.

**5. Nominations of Vice Chair:**

- A. Bridget Kunakorn motioned, seconded by Chair Cynthia M. Jones, Marybeth McCabe, Esq. was nominated as Vice Chair. There were no additional nominations.

**MOTION: Bridget Kunakorn motioned, seconded by Cynthia M. Jones, the Board of Supervisors elected MaryBeth McCabe as Vice-Chair.**

**II PUBLIC MEETING AGENDA**

- 1. **Call to Order:** Chair Cynthia M. Jones called the Meeting to order.

## 2. Chair Comments:

- A. Cynthia M. Jones welcomed Bridget Kunakorn to the Board of Supervisors. "First, I would like to welcome our newest supervisor Bridget Kunakorn to the Board. You will be joining the team that have been entrusted by our residents with the governance of the township in the execution of legislative, executive, and administrative powers to ensure the sound physical management, health, safety, and welfare of New Britain Township and its residents.

Our most challenging task this year will be the search for a new Township Manager. This process will begin by the end of January. The people who staff our township are our greatest assets. The Administrative, Public Works, Parks and Recreation, Finance and Police Departments, including this Board, take our jobs very seriously and we hope that you, our residents, are proud of the work we do to support this wonderful community.

A strong, open line of communication that flows in both directions is key to a healthy dialogue between government and residents. Beginning this year, we will be implementing improvements to how the township interacts with its residents. Development on the website and an opt-in resident e-mail list are just two ways we will be exploring. We believe volunteers are essential to helping our community thrive, and I would encourage all our residents to join us in that endeavor.

Lastly, as Chair, I pledge as all chairmen of a township should, that we will continue to provide stability, accessibility, and transparency to this community. That's what all our residents deserve and expect and that is what we will strive to provide in 2024. Thank you"

## 3. Public Comments:

- A. Deborah Rendon, 70 Keller Road, Chalfont, congratulated the newly elected supervisors. She stated that the peaceful transition of power was welcomed. She offered best wishes to all.

## 4. Amendment to Agenda:

**MOTION: Marybeth McCabe motioned, seconded by William B. Jones, III, unanimously amended the agenda to discuss two (2) matters that will be before the Zoning Hearing Board prior to the next meeting of the Board of Supervisors.**

- A. 186 New Galena Road (MEG Investments, LLC) – The applicant is proposing to change the current nonconforming use of the property as a machine shop to an office and storage use. The applicant is requesting a special exception from § 27-2304.

Craig Kennard stated that he has not fully reviewed the application. He stated that he wasn't comfortable with the information provided on the application and recommended that the solicitor attend the hearing.

William B. Jones, III recommended that the township oppose the application.

Marybeth McCabe stated that the applicant needed to provide additional information regarding traffic and to provide additional information on the amount and type of materials to be stored outside.

Bridget Kunakorn expressed concern about the amount of additional truck traffic.

**MOTION: MaryBeth McCabe motioned, seconded by Bridget Kunakorn, the Board of Supervisors unanimously agreed to have the solicitor attend the hearing to oppose the application.**

- B. 4645 County Line Road (Hulton Contracting, Inc.) – The applicant proposes to conduct a commercial storage use at the property. The applicant is requesting a variance from § 27-1801.

Craig Kennard stated that the application provided very little information. The applicant should provide additional information.

**MOTION: MaryBeth McCabe motioned, seconded by William B. Jones, III, the Board of Supervisors unanimously agreed that the solicitor should oppose this application.**

#### 5. Action Items:

- A. Motion to adopt Resolution 2024-01 Appointments, Reappointments and Modifications to Appointments.

**MOTION: William B. Jones, III motioned, seconded by MaryBeth McCabe, the Board of Supervisors unanimously adopted Resolution 2024-01 Appointments, Reappointments and Modifications to Appointments.**

- B. Motion to adopt Resolution 2024-02 2024 Fee Schedule.

**MOTION: MaryBeth McCabe motioned, seconded by Stephanie Shortall, the Board of Supervisors unanimously adopted Resolution 2024-02.**

- C. Motion to approve the 2024 meeting dates.

Cynthia M. Jones stated that the only dates for the Planning Commission should be changed from the 4<sup>th</sup> Thursday to the 4<sup>th</sup> Tuesday each month. The meeting dates should be January 23, February 27, March 26, April 23, May 28, June 25, July 23, August 27, September 24, October 22 and November 26.

Cynthia M. Jones requested that the Board of Supervisors consider closing the township building on July 5, 2024, which is a Friday. Many township employees work on July 4, 2024 with the parade.

Kathleen Davis, Clearview Ave., Chalfont, PA stated that the Environmental Advisory Council meeting dates may need to be changed.

Cynthia M. Jones stated that the meeting could be discussed at a later date.

**MOTION: MaryBeth McCabe motioned, seconded by Bridget Kunakorn, the Board of Supervisors approved the meeting schedule as amended.**

**6. Board of Supervisors Comments.**

- A. Cynthia M. Jones stated that Randy Flager was present representing Flager & Associates as the township solicitor. Scott Holbert would be representing the Board of Supervisors at the regular Board meetings.
- B. Stephanie Shortall welcomed Bridget Kunakorn to the Board of Supervisors. She also welcomed the solicitor and staff.
- C. William B. Jones welcomed Bridget Kunakorn to the Board of Supervisors. He also welcomed the solicitor and staff.
- D. MaryBeth McCabe welcomed Bridget Kunakorn as township supervisor. She stated the Environmental Advisory Council was finally established and looking forward to working with them.
- E. Bridget Kunakorn thanked the voters of the township for electing her and looks forward to working with the Board and staff.
- F. Cynthia welcomed all. She noted that the Christmas tree drop off locations are at the township building and West Branch Park.

**7. Old Business:**

- A. None

**8. New Business:**

- A. None

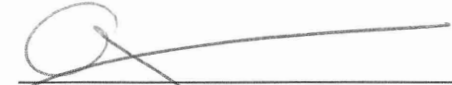
**9. Announcements:**

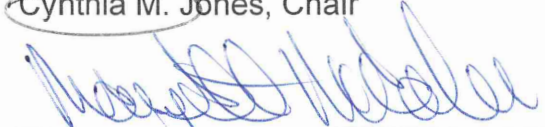
- A. The Board of Supervisors will be going into Executive Session after this meeting to discuss personnel issues.


**9. Adjournment:**

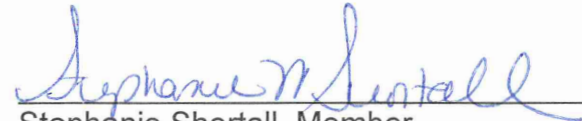
**MOTION: William B. Jones III motioned, seconded by Bridget Kunakorn, the Board of Supervisors unanimously adjourned the meeting at 7:10pm.**

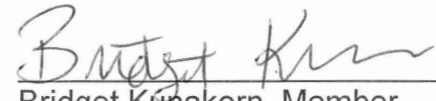
NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS

  
\_\_\_\_\_  
Cynthia M. Jones, Chair

  
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MaryBeth McCabe, Vice Chair

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

  
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Stephanie Shortall, Member

  
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Bridget Kuhakorn, Member

Attest:   
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John A. Granger,  
Interim Township Manager/Secretary

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