



Matt West  
Township Manager

# TOWNSHIP OF NEW BRITAIN

Bucks County, Pennsylvania  
Founded: 1723

BOARD OF SUPERVISORS

Gregory T. Hood  
William B. Jones, III  
Helen B. Haun  
Cynthia M. Jones  
MaryBeth McCabe, Esq.

## MEETING MINUTES June 15, 2021

A Meeting of the New Britain Township Parks and Recreation Advisory Board was held in person on June 15, 2021 and with the Zoom meeting platform beginning at 7:02 p.m. In attendance were James Bender, Nancy Jones, Cynthia Jones, Jessica Handschuh, David Turcich, Ashton Bender, and Charles Maeyer via Zoom. Also, in attendance was Chelle Clancy and Bill May, New Britain Township Staff.

**1. Approval of Minutes of May 18, 2021:** Upon motion by Mrs. Jessica Handschuh, seconded by Mrs. Cynthia Jones, the May 18, 2021 minutes were approved as written.

**2. Tri-Municipal 4<sup>th</sup> of July Parade:** Mrs. Clancy stated the Annual Tri-Municipal 4<sup>th</sup> of July Parade event next steps as follows:

**Road Closure Application:** Currently awaiting approval. Completed application was provided to Pennsylvania Department of Transportation, Harrisburg last week by Mr. Centofante.

**Parade & Float Participant Confirmation Letters:** A request for everyone to bring their own water will be included in the confirmation letter, along with staging and float numbers. Letters will be sent both by mail and email this week.

**Call for Volunteers for the following areas:**

- **Staging Area 1:** Mr. Bill Jones, Mrs. Nancy Jones, Mrs. Chelle Clancy
- **Staging Area 2:** Mr. James Bender
- **Staging Area 3:** Mrs. Cynthia Jones, Mr. Ashton Bender
- **Staging Area-Pretzel Table:** Mrs. Sexton volunteered to help. Ms. Goodwin and Ms. Ezzo will also help before they leave for the voting station in front of Scanlin Funeral Home. A recommendation to purchase 400 pretzels at \$00.35/pretzel for each parade participant through Pretzel Factory at the Town Center. The regular price for each pretzel is \$1.00/pretzel. Also, with the safety guidelines lifting end of June, a recommendation was made for gloved parade helpers to help break off the pretzels by the staging area and serve at a nearby table located by McCabe & Brady Physical Therapy Office at the Town Center.
- **Water Station:** Former Creekside Inn location. NWWA requesting the township provide a couple of "helpers" to fill cups and hand out the water: Mrs. Handschuh, Mr. Bender and Mrs. Sexton will help this year. Location will also be changed to the end of the parade route at 207 Park Avenue by the township office sign.

**State and CDC Safety Guidelines:** Latest guidelines are to be followed at parade. All guidelines have been posted on the Facebook Event Page and the P&R Event Web Page. Car Door Magnets for all lead cars have been ordered at Display & Sign Center for pick up on June 23. Design will be passed around the meeting room for viewing.





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**Four (4) Convertibles from Fred Beans Ford in Doylestown:** Secured for the day of parade with Public Works Department picking up vehicles in Doylestown at 8:00AM on the day of the Parade for:

- Parade Marshal: Mr. Skelton will drive.
- Jr. Parade Marshal: Mrs. Nancy Jones volunteered to drive.
- Board of Supervisors: Mr. West will drive Mr. Bill Jones, III.
- Board of Supervisors: Mr. Walsh will drive Mrs. Cynthia Jones and Ms. Mary Beth McCabe.
- Mr. Hood and Mrs. Haun will be driving in their own vehicles.

**Bands:** Aqua String Band has been secured, as well as Galena Brass Band.

**Food Collection by Boy Scout Troop:** Mrs. Clancy inquired since Flags are not able to be distributed, would Food collection also not be able to take place? If so, Flags will be saved for next year's parade. Request by Mrs. Cynthia Jones to review what guidelines are changing. Meantime, Mr. Bender and Mrs. Cynthia Jones agreed that flag distribution and food collection will not take place this year.

**Scanlin Funeral Home Voting Station Area has been secured:** Ms. Goodwin, Ms. Harris, and Mrs. Ezzo are Parade Float Judges this year.

**Parade Prizes:** Call for ideas. We need three prizes of similar value. Previously, gift cards and Picnic or Beach Themed Prizes, BBQ or Smores Kit. Mrs. Clancy will review various ideas and determine as the parade gets closer.

**Doylestown's Memorial Day Parade Recap:** A total of 80 Participants, where there are normally 100 plus. Crowd of spectators was slightly less than normal. Overall, the event was received well, and morale seemed to be on the up after a year plus of hibernation.

**NBT Police Personnel:** ~4 to 5 Officers including Rich Michie and Joe Karpovich will manage Traffic Control and Road Closures at Upper State Road & Bristol Road, Ferry Road & Park Avenue, North Branch Park.

**NBT Public Works:** All hands-on deck. One week prior to Parade, Detour Signage Notices will go up. Convertibles Pick Up & Drop Off. Set Up Pretzel Table & Trash Receptacles at Staging Area, Voting, & Water Station. Road Closures & Detour Signage

**CB Regional Police & Borough PW:** Road Closures, Traffic Control, Fire Police will also be helping.

### Next steps for the remainder of June:

- Send Participants: Staging Area notices for Participants
- Finalize Parade Run of Show from Set up to Breakdown with all assigned Employees and Volunteers in place including Township Administration Employees, NBT Public Works, NBT Police, CB Regional Police, and NB and Chalfont Boroughs. Communication to be distributed once details are all final.
- Staging Area Coordinators Guide
- Prepare Judges Voting Sheets
- Distribute P&R Volunteers Passes for Traffic Police to let folks through on parade day.



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**3. Other Business:** Mrs. Handschuh inquired about Cotton Park. Mrs. Cynthia Jones mentioned that with a new Township Manager and Finance Director coming on board, Capital Planning will be the next step. Mrs. Handschuh mentioned when it comes time for fundraising, to review doing so with corporate partners. Mr. Turcich stated to have young minds from Del Val University get involved with site planning.

Mrs. Cynthia Jones also mentioned the Doylestown Township Bike/Hike Committee project that is currently in review. The project focuses on where one may want to develop a trail. A request to review where we may have walking trails instead of walking on the roads.

**4. Public Comment:** There was no public comment at this time.

**5. Adjournment: MOTION:** A motion was made by Mrs. Cynthia Jones, seconded by Mrs. Handschuh and unanimously carried to adjourn the meeting at 8:00 p.m.

Respectfully Submitted,

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James Bender, Chairman

*Chelle Clancy*  
\_\_\_\_\_  
Chelle Clancy, Secretary