

**BOARD OF SUPERVISORS
MEETING MINUTES
March 1, 2021**

A Regular Meeting of the New Britain Township Board of Supervisors was held on Monday, March 1, 2021, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Supervisors: Chair Gregory T. Hood, Vice-Chair Helen B. Haun, Members William B. Jones, III, Cynthia M. Jones, and MaryBeth McCabe, Esq. Also present were Interim Township Manager Michael Walsh, Township Engineer Craig Kennard, and Township Solicitor Peter Nelson, Esq.

1. **Call to Order:** Mr. Hood called the Meeting to order.
2. **Pledge of Allegiance:** Mr. Hood led the Board and audience in the Pledge of Allegiance.
3. **Announcements:** Mr. Hood announced that the Board had met in Executive Session prior to this Meeting to discuss personnel issues, land acquisition, and litigation.

3.1. Resolution #2021-10: Appointment of Matt West as Township Manager: Mr. Hood introduced and welcomed our newly appointed Township Manager Mr. West. Mr. West will start with us on May 10, 2021.

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Jones and unanimously carried, the Board approved Resolution #2021-10: Appointment of Matt West as Township Manager.

3.2. Swearing in of Officer Ryan Lischke: Mr. Hood introduced and welcomed Officer Lischke. Officer Lischke was sworn in by Mr. Hood, Chair of the Board of Supervisors.

4. Public Comment on Non-Agenda Items: Ms. Maryanne McBrearty of Dolly Lane asked the Board for an update from last meeting regarding 113 Dolly Lane and what is being done to prevent people from accessing the property when no one shall be trespassing.

Mr. Walsh stated he would speak with Chief Scafidi to determine who has permission to go onto the property versus trespassing.

Mr. Nelson stated that a court order was issued, and the owners of the property had thirty days to clean up the property and any violations issued.

Mr. Walsh stated the New Britain Township had not received a signed copy of the court order. Mr. Nelson stated he would forward the order to Mr. Walsh.

Mrs. Haun asked if the house was in foreclosure and Mr. Nelson responded no.

5. Approval of Minutes:

5.1. Minutes of Meeting of February 4, 2021:

MOTION: A motion was made by Mrs. Haun, seconded by Ms. McCabe, and unanimously approved to accept the February 4, 2021 Minutes as written.

6. Departmental Reports:

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6.1. Code Department Report for January 2021: Mr. Walsh presented the Code Department Report for January 2021.

6.2. Police Department Report for January 2021: Mr. Walsh presented the Code Department Report for January 2021.

6.3. Public Works Department Report for January 2021: Mr. Walsh presented the Public Works Department Report for January 2021.

7. Consideration of Old Business:

7.1. HVAC Payment Release #1: Mr. Walsh presented the application and certificate for payment for the work on the HVAC system, representing only 75% of the total project cost, leaving the Township with 25% retainage for the project. There are a few corrections on the unit that still need to be completed, and those corrections are under factory warranty. Mr. Walsh stated if the Board had no objection this payment would be placed on a bills list at the March 15th work session meeting.

7.2. Discussion of Vacant Manager Positions: Mr. Walsh presented to the Board the vacant positions that were held by former Township Manager, Ms. Bradley along with recommendations for the future of each position.

Mr. Walsh suggested Mr. Teschner remain appointed for Emergency Management Coordinator and Ms. McCabe for Veterans Committee. A sample Resolution #2021-XX was presented for the Board to pass once the Township Manager is on board.

7.3. Resolution #2021-08: Madigan Way: Mr. Walsh stated Resolution #2021-08 reflects a resolution of New Britain Township acknowledging the acceptance of the Deed of Dedication for Madigan Way.

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Jones and unanimously carried, the Board approved Resolution #2021-08; Madigan Way.

7.4. Resolution #2021-09: Mystic View Circle: Mr. Walsh stated Resolution #2021-09 reflects a resolution of New Britain Township acknowledging the acceptance of a Deed of Dedication for Mystic View Circle.

MOTION: Upon motion by Mrs. Haun, seconded by Mr. Jones and unanimously carried, the Board approved Resolution #2021-09; Mystic View Circle

8. Consideration of New Business:

8.1 Eckert Seamans Engagement Letter: Mr. Walsh stated the purpose of engagement letter is to retain services as labor counsel to the Township and provide legal advice.

MOTION: Upon motion by Mrs. Jones, seconded by Mr. Jones and unanimously carried, the Board approved to authorize Eckert Seamans Engagement Letter.

9. Consent Agenda:

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Haun, the Board unanimously approved the following Consent Agenda items: Escrow Release #4 for the Mill Ridge Subdivision for \$124,146.45, leaving \$555,873.35 remaining; Herding Butterflies, L.P. has executed a Professional

Services Agreement for the property at 120 Liberty Lane, TMP #26-001-100-005, with corresponding legal and engineering escrow of \$5,000.00; Stormwater O&M Agreement with Gary Kensey for 312 Dorothy Lane, TMP #26-001-125-012, for construction of a swimming pool, with a Stormwater BMP maintenance fee of \$250.00; Toll Brothers PA XIII, L.P. has executed Escrow Release #2 for New Britain Woods for \$4074,052.23, leaving \$518,079.44 remaining; Glenn Coleman & Linda Grimm have executed a Professional Services Agreement for the vacant property at West Peace Valley Road, TMP #26-011-116, with corresponding legal and engineering escrow of \$5,000.00; Stormwater O&M Agreement with Scott and Keri Ehling for 112 Harrison Forge Court, TMP #26-022-238, for construction of a swimming pool, with a Stormwater BMP maintenance fee of \$187.50.

10. Board of Supervisors' Comments: Mrs. Haun and Mrs. Jones sent out a kudos to the Public Works Department for keeping our roads and us safe during the snowstorms.

11. Township Administration Comments:

11.1. Open Space Encroachment/Open space License Agreement Policy: Mr. Walsh presented a draft courtesy notice to the Board for review.

Ms. McCabe stated she had issues with the letter, feels the language should be toned down, the residents did not do anything wrong here. Mrs. Jones and Mr. Hood agreed the language in the letters needed to be rewritten.

Mr. Walsh reminded the Board these letters are generic and will revise letters, have the Board review for input along with Mr. West prior to distribution to residents. The Board requested revisions be made to the letters and the procedure.

11.2. Event Announcements: Blood Drive, Easter Bingo, Shred/E-recycle Event: Mr. Walsh announced the Township Events that the staff has prepared through July 30, 2021. The American Red Cross Blood Drive will be held on March 17, 2021; The Easter Bunny and Food Drive on March 20, 2021; Designer Bag Bingo April 30, 2021; Shredding and E-recycling Event on May 1, 2021; Yard Waste from May 4 – 8, 2021; and the Tri—Municipal Parade on July 4, 2021.

11.3. Appointment of Holly Pulido to the EMS Board: Mr. Walsh stated he would request the Board appoint of Ms. Holly Pulido to the EMS Board to fill the vacated treasurer position, previously held by Ms. Eileen Bradley.

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Haun and unanimously carried, to appoint Holly Pulido to the EMS Board to fill the vacancy.

12. Solicitor and Engineer Comments: Mr. Kennard stated the Keller Road Bridge authorization to put it out for bid was premature, because the project had not been designed yet. Mr. Kennard stated he would authorize his staff to move forward with preparing costs for design to present to the Board.

Mr. Nelson stated he had no solicitor comments at this time.

13. Public Comment: There was no Public Comment at this time.

14. Other Business: There was no Other Business at this time.

15. Payment of Bills:

15.1. Bills List dated February 10, 2021 for \$114,482.53:

MOTION: Upon motion by Mrs. Haun, seconded by Ms. McCabe, the Board unanimously approved the Bills List dated February 10, 2021 for \$114,482.53.

15.2. Bills List dated February 17, 2021 for \$124,061.32:

MOTION: Upon motion by Mrs. Jones, seconded by Mr. Jones, the Board unanimously approved the Bills List dated February 17, 2021 for \$124,061.32.

15.3. Bills List dated February 25, 2021 for \$312,713.65:

MOTION: Upon motion by Mr. Jones, seconded by Mrs. Jones, the Board unanimously approved the Bills List dated February 25, 2021 for \$312,713.65.


16. Adjournment:


MOTION: There being no further business or comment, a motion was made by Ms. McCabe, seconded by Ms. Haun, and unanimously carried, to adjourn the meeting at 8:45 p.m.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS



 Gregory T. Hood, Chair


 Helen B. Haun, Vice Chair


 William B. Jones, III, Member


 Cynthia Jones, Member


 MaryBeth McCabe, Esq., Member

Attest: 
 Michael Walsh
 Secretary/Interim Manager