

**BOARD OF SUPERVISORS
MEETING MINUTES
May 20, 2024**

The Board of Supervisors Meeting of New Britain Township was held on Monday, May 20, 2024, at the Township Building, 207 Park Avenue, Chalfont, PA beginning at 7:00pm.

Present were Supervisors: Cynthia M. Jones, MaryBeth McCabe Bill Jones, Bridget Kurakorn, Stephanie Shortall. Also present were Dan Fox -Township Manager, Craig Kennard, Township Engineer, Chief Richard Clowser, Scott Holbert, Township Solicitor, and Alexandria Mullin- Executive Administrative Assistant.

1. **Call to Order:** Cynthia Jones called the meeting to order at 7:00 pm.
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. **Presentation/ Public Hearings/ Land Development**
 - A. Victims Services Unit- Central Bucks Regional

Representatives from the Victims Services Unit came in to discuss the benefits of offering their services in conjunction with the Police Department. They would serve as a liaison between victims and the Police Officers aiding both parties. The surrounding Townships are currently enrolled, and the Victims Services Unit would like to see New Britain added.

5. Motion to Consider Consent Agenda

Marybeth McCabe moved, seconded by Stephanie Shortall, to approve the Consent Agenda:

- A. Approve minutes of May 6, 2024, Board of Supervisors meeting.
- B. Approve regular bills list dated May 16,2024, in the amount of \$144,886.61.
- C. Approve prepaid bill list as follows:
 - Dated May 9,2024, in the amount of \$16,833.91.
 - Dated May 16,2024, in the amount of \$67,590.09.
- D. Approve Escrow Release #2, 84 Schoolhouse Road (Hallmark

Homes).

Bill Jones stated that while he approved the other items on the consent agenda, he would abstain from the approval of the May 6 minutes as he was not present for that meeting.

There was no public comment.

Motion carried 4-0-1.

6. Action Items

A. Discuss request from Park & Recreation Committee.

The Board encourages volunteers to continue to reach out and for volunteers to ask to assist with various activities. If asked, the Board would be more than happy to provide a letter of recommendation for any student or scout requesting one who served as a volunteer for a Park & Recreation Project.

There were no public comments.

B. Discuss request from Veterans Committee for plantings at Veterans Memorial.

Bill Jones motioned to approve the request. Seconded by Marybeth McCabe.

There were no public comments.

All voted aye, motion carried 5-0.

C. Approve purchase order for Primepoint (Payroll systems) in the amount of \$3,570.

Marybeth McCabe motioned to approve the purchase of Primepoint. Seconded by Bridget Kunakorn.

There were no public comments.

All voted aye, motion carried 5-0.

D. Approve purchase order for Caselle (Accounting software) in the amount of \$81,150.

Bridget Kunakorn motioned to approve the purchase of Caselle. Seconded by Marybeth McCabe.

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Dan Fox mentioned that the Township would prefer to have the Solicitor review the contract and that better clarity from Caselle was needed prior to signing the purchase agreement.

Marybeth McCabe voiced concerns over the current contract language and felt the Township needed a more in-depth explanation of costs prior to approving and signing.

Bill Jones motioned to table the purchase of Caselle. Seconded by Marybeth McCabe.

There were no public comments.

All voted aye, motion to table carried 5-0.

- E. Motion to amend Resolution 2024-01 for Township Manager change.

Bridget Kunakorn moved, seconded by Stephanie Shortall, to amend Resolution 2024-01.

There were no public comments.

All voted aye, motion carried 5-0.

- F. Accept resignation of Terry Young from Vacancy Board Chair position.

Marybeth McCabe moved, seconded by Bill Jones, to accept the resignation of Terry Young from the Vacancy Board Chair position.

There were no public comments.

All voted aye, motion carried 5-0.

- G. Approve the appointment to Vacancy Board Chair position.

Marybeth McCabe nominated Sarah Baik.
Bridget Kunakorn nominated Sarah Baik.

Cynthia Jones voted yes, Bill Jones voted yes, Bridget Kunakorn voted yes, Marybeth McCabe voted yes, Stephanie Shortall abstained from voting. Motion carried 4-0-1.

There were no public comments.

7. Information Items

A. Departmental Reports

Department heads highlighted key elements from their own report and summarized main events that occurred during the previous month.

B. Engineer's Report

Craig Kennard went over current projects and involvement that their firm has with the Township and the timeline of events that are set to occur over the next few weeks.

C. Board of Supervisor's Comment

Marybeth McCabe commended the staff for working on current projects and presenting new ideas and opportunities to improve the Township.

Bridget Kunakorn announced that the Veterans Committee meetings will now be held at 6:00pm.

Bridget Kunakorn also announced that pending approval of the Veterans Committee request, the plantings would take place on June 8th.

8. Public Comment

9. Announcements

The Township Building will be closing early this Friday 5/24 at 1pm. On May 21st will be the Veterans Committee meeting. On May 23rd will be the Environmental Advisory Council meeting.

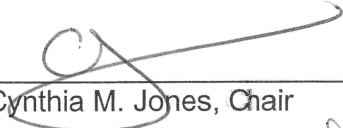
The next meeting of the Board of Supervisors of New Britain Township will take place on **Monday, June 3, 2024, 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.


10. Adjournment

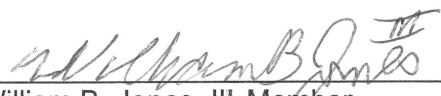
Stephanie Shortall moved, seconded by Marybeth McCabe, to adjourn the meeting.

The Board unanimously adjourned the meeting at 8:06 pm.

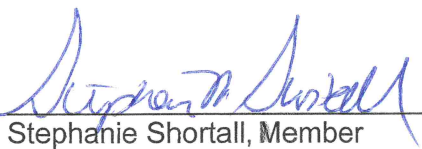
NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS

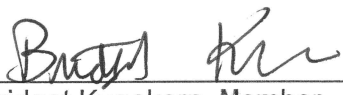

Cynthia M. Jones, Chair


MaryBeth McCabe, Vice-Chair


William B. Jones, III, Member

Attest: 
Dan Fox
Township Manager


Stephanie Shortall, Member


Bridget Kunakorn, Member



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