

**BOARD OF SUPERVISORS
MEETING MINUTES
February 24, 2025**

The Board of Supervisors Meeting of New Britain Township was held on Monday, February 24, 2025, at the Township Building, 207 Park Avenue, Chalfont, PA beginning at 7:00pm.

Present were Supervisors: Cynthia M. Jones - Chair, MaryBeth McCabe – Vice-Chair, Stephanie Shortall, and Bridget Kunakorn. Also present were Dan Fox- Township Manager, Craig Kennard - Township Engineer, Scott Holbert - Township Solicitor, Chief Richard Clowser, and Alexandria Mullin – Assistant to the Township Manager.

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. NBTPD – Promotions and Advancements

Chief Clowser and Judge Armitage presented and awarded promotions to the following officers to the rank of Sergeant; Corporal Mark Duncan, Corporal Michael Sandt, Corporal C. Michie, and Corporal Ryan Lischke.

Chief Clowser and Judge Armitage also presented and awarded promotions to the following officers to the rank of Corporal, Detective Shawn Maguire, and Highway Patrol Officer Paul Zielinski.

Chief Clowser expressed that these promotions were well earned, and that each officer was more than deserving of this recognition. He stated that he is very proud of each of them and thanked them and their families for their time and sacrifices.

B. Chalfont – New Britain Joint Sewer Authority

Mike Sullivan, John Larson, Tim Hagey, and Preston Campbell were in attendance and spoke on the status of the Sewer Authority. They explained plans for expansion, cost increases, and how that will impact residents over time.

5. Motion to Consider Consent Agenda

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

- A. Approve Minutes of January 27th, 2025, Board of Supervisors Meeting.
- B. Approve Regular Bill List as Follows:
 - Dated January 30, 2025, In the amount of \$35,490.38.

- Dated February 19, 2025, In the amount of \$320,965.64.
- C. Approve Prepaid Bill List as Follows:
 - Dated January 30, 2025, In the amount of \$364,655.20.
 - Dated February 6, 2025, In the amount of \$43,552.67.
 - Dated February 13, 2025, In the amount of \$11,143.93.
 - Dated February 19, 2025, In the amount of \$161,435.28.
- D. Approve Escrow Release #2 for Fox Lane Homes at Highpoint, LLC in the amount of \$535,414.94.
- E. Approve 98 Railroad Water Resource Easement Agreement
- F. Approve 702 New Galena Road Stormwater O&M Agreement
- G. Approve the Planning module for the 140 Upper Church Road- Casadonti Homes, Inc. subdivision.

There were no public comments.

All voted aye, motion carried 4-0.

6. Action Items

- A. Discuss E-Recycling and Shredding Event planned for May 31st, 2025.

Alex Mullin explained the necessity of providing the residents with an e-recycle and shredding event due to the lack of one in 2024. To do this, the date for the event needed to be changed from May 3rd to May 31st.

There were no public comments.

All voted aye, motion carried 4-0.

- B. Consider a motion to accept the recommendation for the LV Tournament

Stephanie Shortall motioned to approve the recommendation. Seconded by Bridget Kunakorn.

There were no public comments.

All voted aye, motion carried 4-0.

7. Information Items

- A. Departmental Reports

- Dan Fox discussed that the finance documents include the monthly report and the cash receipts list.
- Dan expressed how hard the Public Works and Park and Recreation department has been working given the recent storms. He emphasized the maintenance that Park and Recreation has been doing throughout the parks.
- Chief Clowser updated the Board on all current initiatives and processes going on within the Police Department. He also spoke about the need to hire a full-time police officer given one of the current officers would be leaving at the end of May.

B. Engineer's Report.

- Craig Kennard gave an update on the project status for North Branch Park and the Pine Run Trail. He discussed that he met with staff and will be engineering/developing plans to design the playground and will be trying to connect the park with the Pine Run trail. He asked if Gilmore & Associates could have authorization to move forward with the grant process and submission.
 - Consider a motion to authorize Gilmore & Associates to move forward on the DCED Grant submission

Bridget Kunakorn motioned to authorize Gilmore & Associates to move forward with the grant application and process. Seconded by Stephanie Shortall.

There were no public comments.

All voted aye, motion carried 4-0.

C. Board of Supervisor's Comment

- MaryBeth McCabe thanked Public Works for all their hard work so far this year. She also mentioned that the EAC was working on a grant to beautify the front of the administration building.
- Bridget Kunakorn mentioned that the Veterans Committee is looking to update the Veterans Memorial and will be presenting plans soon. Bridget mentioned a program where bridges will be named after veterans throughout New Britain Township and to look for more details to come. She also congratulated the Police Department and each officer on their promotions and advancements.
- Stephanie Shortall thanked Public Works for their hard work so far this year and she also congratulated the officers on their promotions and advancements.

8. Public Comment

9. Announcements

Planning Commission Meeting – Tuesday February 25th at 7pm.

Cancelled – Board of Supervisors Meeting – Monday, March 3rd at 7pm.

Environmental Advisory Council Meeting – Wednesday, March 5th at 7pm.

American Red Cross Blood Drive – Township Building – Monday, March 10th from 2pm – 7pm.

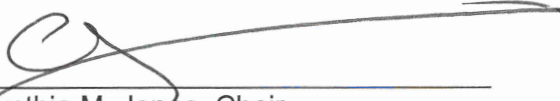
The next meeting of the Board of Supervisors of New Britain Township will take place on **Monday, March 17, 2025, at 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

10. Adjournment

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

The Board unanimously adjourned the meeting at 8:12 pm.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS



Cynthia M. Jones, Chair

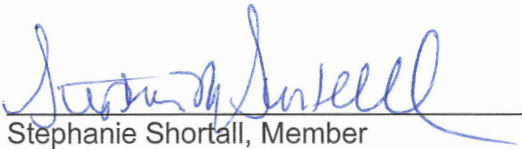


MaryBeth McCabe, Vice-Chair

William B. Jones, III, Member

Attest: 

Dan Fox, Township Manager



Stephanie Shortall, Member



Bridget Kuhakorn, Member

170231