

**BOARD OF SUPERVISORS  
MEETING MINUTES  
March 20, 2023**

A Business Meeting of the New Britain Township Board of Supervisors was held on Monday, March 20, 2023, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Supervisors: Chair William B. Jones, III, Vice-Chair Stephanie Shortall, Members, Gregory T. Hood, Cynthia M. Jones, and MaryBeth McCabe, Esq. Also present were Township Manager Matt West, Assistant Manager Michael Walsh, Police Chief Richard Clowser, Township Engineer Craig Kennard, P.E., and Township Solicitor Sean Gresh.

1. **Call to Order:** Mr. Jones called the Meeting to order.
2. **Pledge of Allegiance:** Mr. Jones led the Board and audience in the Pledge of Allegiance.
3. **Chair Comments:**

**A. Executive Session:**

Mr. Jones announced that the Board had met in Executive Session before the meeting to discuss personnel issues, land acquisition, and litigation.

**MOTION: Upon motion by Mrs. Shortall, seconded by Ms. McCabe and unanimously carried, the Board amended the agenda to add Action Item N, motion to authorize advertisement of the 2023 Farm Lease Bid.**

**B. Recognition of Charles "Buddy" Maeyer**

**MOTION: Upon motion by Mrs. Jones, seconded by Mr. Hood and unanimously carried, the Board approved Resolution 2023-09: Recognition of Charles Maeyer, per the attachments.**

**4. Public Hearing**

**A. Ordinance 2023-02-01: Update Chapter 16, Part 1 Establishing a Parks & Recreation Board**

Mr. Gresh asked the Board to open the Public Hearing.

**MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Shortall and unanimously carried, the Board opened the Public Hearing for Ordinance 2023-02-01: Update Chapter 16, Part 1 Establishing a Parks & Recreation Board.**

Mr. Gresh stated that the ordinance had been advertised, the public comment period had concluded, and no public comment had been received. He asked if the Board had any comments or items for discussion.

Mrs. Jones stated there was an issue with the three-year term limits of the Parks & Recreation Committee members. She stated that this conflicted with the State statutes and the term limits should be five-years.

Mr. Gresh and the Board discussed the term limits in the ordinance.

**MOTION:** Upon motion by Mrs. Jones, seconded by Ms. McCabe and unanimously carried, the Board authorized re-advertisement of Ordinance 2023-02-01: Update Chapter 16, Part 1 Establishing a Parks & Recreation Board with five-year term limits.

**MOTION:** Upon motion by Mr. Hood, seconded by Ms. McCabe and unanimously carried, the Board continued the Public Hearing for Ordinance 2023-02-01: Update Chapter 16, Part 1 Establishing a Parks & Recreation Board to the April 3, 2023, Workshop Meeting.

## 5. Action Items:

### A. Motion to approve meeting minutes of the Board of Supervisors meeting

**MOTION:** Upon motion by Ms. McCabe, seconded by Mrs. Jones and unanimously carried, the Board approved the minutes of the February 27, 2023, Business Meeting and the March 6, 2023, Workshop Meeting of the New Britain Township Board of Supervisors.

### B. Motion to approve schedule of bills

**MOTION:** Upon motion by Mrs. Jones, seconded by Ms. McCabe and unanimously carried, the Board approved the Schedule of Bills dated March 10, 2023, in the amount of \$427,832.30, and authorize the Township Manager to pay all bills, per the attachment.

### C. Motion to approve consent agenda

**MOTION:** Upon motion by Ms. McCabe, seconded by Mrs. Shortall and unanimously carried, the Board approved all items on the consent agenda, dated March 20, 2023, per the attachment.

### D. Motion to approve the request by CNBTJSA to update the Township's 537 Plan and authorize Township Engineer to assist with plan preparation

Appearing on behalf of the Chalfont-New Britain Township Joint Sewer Authority were Executive Director John Schmidt and Engineer Joe Nolan. Mr. Kennard presented the Board with the sewer authority's request and stated that he supported updating the Township's Act 537 Plan. The Board discussed CNBTJSA request to update the Township's Act 537 Plan for public sewer.

**MOTION:** Upon motion by Mr. Hood, seconded by Ms. McCabe and unanimously carried, the Board approved the request by CNBTJSA to update the Township's 537 Plan and authorize Township Engineer to assist with plan preparation, per the attachment.

### E. Motion to approve the purchase of Body Worn Cameras

Chief Clowser discussed this action item with the Board at the March 6<sup>th</sup> Workshop meeting. The Board discussed the purchase of Body Worn Cameras for the Police Department.

**MOTION:** Upon motion by Mrs. Jones, seconded by Mrs. Shortall and unanimously carried, the Board approved the purchase of Body Worn Cameras for the Police Department, per the attachment.

### F. Motion to approve the purchase of In-Car Cameras

Chief Clowser discussed this action item with the Board at the March 6<sup>th</sup> Workshop meeting. The Board discussed the purchase of In-Car Cameras for the Police Department.



**MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Shortall and unanimously carried, the Board approved the purchase of In-Car Cameras for the Police Department, per the attachment.**

**G. Motion to approve the 2023-2024 Road Program**

Mr. Walsh presented the Board with a two-year road program for 2023 and 2024. The Board discussed the 2023-2024 Road Program.

**MOTION: Upon motion by Ms. McCabe, seconded by Mr. Hood and unanimously carried, the Board approved the 2023-2024 Road Program, per the attachment.**

**H. Motion to award the 2023-2024 Bucks County Consortium Materials Bid**

Mr. Walsh presented the Board with the results of the 2023-2024 Bucks County Consortium Materials Bid, per the attachments. The Board discussed the 2023-2024 Bucks County Consortium Materials Bid.

**MOTION: Upon motion by Mrs. Jones, seconded by Mrs. Shortall and unanimously carried, the Board awarded the 2023-2024 Bucks County Consortium Materials Bid, per the attachment.**

**I. Motion to approve the waiver for structures within the proposed fireworks display area**

Mr. Walsh presented the Board with the Tricentennial Committee's proposed location to hold the Township's 300<sup>th</sup> Anniversary celebration. Mr. Walsh stated the Fire Marshal had reviewed the plan and conditioned approval upon the Board waiving liability for five structures within the proposed fireworks display area. The Board discussed the waiver for the structures within the proposed fireworks display area.

**MOTION: Upon motion by Ms. McCabe, seconded by Mr. Hood and unanimously carried, the Board approved the waiver from NFPA 1123 and the New Britain Township Fire Code for structures within the proposed secure fireworks display area, per the attachment.**

**J. Motion to approve the quote from Masters Telecom for an updated phone system**

Mr. Walsh presented the Board with a quote from Masters Telecom for an updated phone system. He stated the updated phone system was included in the 2023 Budget, and the quote from Masters Telecom was under budget. The Board discussed the quote from Masters Telecom for an updated phone system.

**MOTION: Upon motion by Mrs. Jones, seconded by Mrs. Shortall and unanimously carried, the Board approved the quote from Masters Telecom for an updated phone system, per the attachment.**

**K. Motion to authorize cancelation of May 1, 2023, Workshop Meeting at 10:00 AM**

Mr. West recommended the Board cancel May 1, 2023, Workshop Meeting at 10:00 AM and schedule a Special Meeting for a conditional use hearing on May 1st at 7:00 PM. He stated that with PSATS the week before, there would not be time to prepare for the meeting properly. The Board discussed canceling the Workshop Meeting and scheduling a Special Meeting for a conditional use hearing on May 1<sup>st</sup>.

**MOTION: Upon motion by Mrs. Jones, seconded by Mr. Hood and unanimously carried, the Board authorized canceling May 1, 2023, Workshop Meeting at 10:00 AM.**

- L. Motion to authorize advertisement of Special Meeting of the Board of Supervisors for Monday, May 1, 2023, at 7:00 PM for a Conditional Use Hearing

**MOTION:** Upon motion by Mrs. Shortall, seconded by Ms. McCabe and unanimously carried, the Board authorized advertisement of Special Meeting of the Board of Supervisors for Monday, May 1, 2023, at 7:00 PM for a Conditional Use Hearing.

- M. Motion to adopt Ordinance 2023-02-01: Update Chapter 16, Part 1 Establishing a Parks & Recreation Board

**MOTION:** Upon motion by Mr. Hood, seconded by Ms. McCabe and unanimously carried, the Board tabled adoption of Ordinance 2023-02-01: Update Chapter 16, Part 1 Establishing a Parks & Recreation Board, per the attachments.

- N. Motion to authorize advertisement of the 2023 Farm Lease Bid

**MOTION:** Upon motion by Ms. McCabe, seconded by Mr. Hood and unanimously carried, the Board authorized advertisement of the 2023 Farm Lease Bid

#### 6. Information Items:

- A. **Township Manager's Report:** Mr. West provided the Board with the Township Manager's Report. He discussed the creation of an Environmental Advisory Committee and a Parks & Recreation Resolution. The Board discussed the Manager's Report.
- B. **Departmental Reports:** Mr. West provided the Board with Code, Public Works, and Parks and Recreation Departmental Reports. Chief Clowser presented the Police Departmental Report. The Board discussed the Departmental Reports.
- C. **Solicitor's Report:** Mr. Gresh provided the Board with the Solicitor's Report. The Board discussed the Solicitor's Report.
- D. **Engineer's Report:** Mr. Kennard provided the Board with the Engineer's Report. The Board discussed the Engineer's Report.
- E. **Board of Supervisor's Comments:** Mrs. Jones asked if the Board had any issues with the Parks & Recreation Board taking the lead on designing a new look for the front of the administration building. The Board discussed it and thought it would be a good idea.

Ms. McCabe thanked Township staff for everything they are doing.


#### 7. Public Comment: There was no Public Comment at this time.

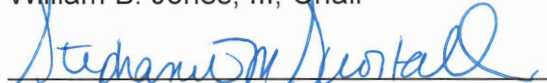
8. **Announcements:** Mr. Jones announced that the Board's next meeting was on Monday, April 3, 2023, at 7:00 p.m. and called for a motion to adjourn.

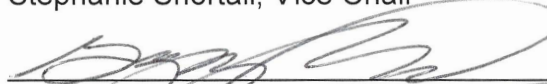
9. Adjournment:

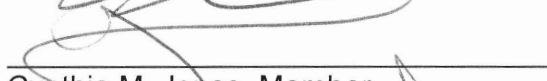
**MOTION:** There being no further business or comment, a motion was made by Mrs. Jones, seconded by Mrs. Shortall, and unanimously carried to adjourn the meeting at 8:56 p.m.

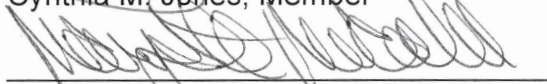
**NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS**

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

  
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Stephanie Shortall, Vice Chair

  
\_\_\_\_\_  
Gregory T. Hood, Member

  
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Cynthia M. Jones, Member

  
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MaryBeth McCabe, Esq., Member

Attest:

  
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Matt West  
Secretary/Township Manager