

**BUDGET WORKSHOP #1
MEETING MINUTES
September 23, 2025**

The Board of Supervisors Budget Workshop #1 Meeting of New Britain Township was held on Tuesday, September 23, 2025, at the Township Building, 207 Park Avenue, Chalfont, PA beginning at 8:30am.

Present were Supervisors: Cynthia M. Jones- Chair, Bill Jones, Stephanie Shortall, and Bridget Kunakorn. Also present were Dan Fox - Township Manager, Chief Richard Clowser, Ryan Cressman – Public Works Superintendent, Bill May – Park & Recreation Supervisor, Kristin Carpenter – Director of Finance, and Alexandria Mullin – Assistant to the Township Manager.

1. **Call to Order:** Cynthia Jones called the meeting to order at 8:30 am.
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. **Information Items**
 - A. Township Manager- Budget Overview

Dan Fox described the 2026 Budget process. He explained that each department head will have an opportunity to discuss their needs and capital requests. He further explained how the Township will reflect those expenditures within the budget and how the funds will be managed.

B. Departmental Requests

Chief Clowser described each item on his Capital Plan request form and why these requests would be important to the department. Chief Clowser ranked the items in order of priority.

Bill May described within his Capital Plan request form and why these projects/items would be essential to the Park & Recreation department. Bill May ranked the items in order of priority.

Ryan Cressman presented and explained each item on his Capital Plan request form and discussed why these requests would be important to the department. Ryan Cressman ranked the items in order of priority.

Alex Mullin described the current needs of the Administration department. She also explained the Capital Plan requests of the department and how each request would benefit the Township.

C. Township Manager – Expenditures / Capital Overview

Dan Fox explained how at the end of September the Township will be able to provide more accurate accounting of the expenditures and revenue and where the Township stands so far in 2025 compared to projections.

5. Public Comment

- A. Kathleen Davis- 32 Clearview – Chair of EAC – commented on how great the Police departments efforts are to move towards hybrid vehicles. Kathleen also commented on how the EAC will be going after grants to support MS4 projects for the Township. She spoke about her wishes for the Township to have a tank truck to assist with watering the various areas around the Township. Kathleen asked when feedback on the budget would be accepted.

Bill Jones suggested Kathleen submit any suggestions and/or feedback to Dan.

6. Announcements

The next meeting of the Board of Supervisors Budget Workshop #2 of New Britain Township will take place on **Tuesday, October 28th, 2024, 8:30 a.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

7. Adjournment

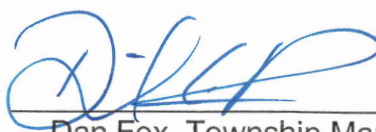
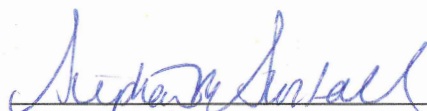
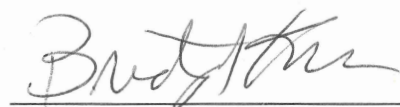
Stephanie Shortall moved, seconded by Bridget Kunakorn, to adjourn the meeting.

The Board unanimously adjourned the meeting at 9:44 am.

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NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS


Cynthia M. Jones, Chair

MaryBeth McCabe, Vice-Chair
William B. Jones, III, MemberAttest: 
Dan Fox, Township Manager
Stephanie Shortall, Member
Bridget Kunakorn, Member

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