

**BOARD OF SUPERVISORS
MEETING MINUTES
September 15, 2025**

The Board of Supervisors Meeting of New Britain Township was held on Monday, September 15, 2025, at the Township Building, 207 Park Avenue, Chalfont, PA beginning at 7:00pm.

Present were Supervisors: MaryBeth McCabe – Vice-Chair, Bill Jones, 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:** MaryBeth McCabe called the meeting to order at 7:00 pm.
2. **Pledge of Allegiance:** MaryBeth McCabe led the Board and public in the Pledge of Allegiance.
3. **Chair Comments** MaryBeth McCabe 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. Walnut Street – Hanover Company — Concept Plan – Greg Alderman on behalf of Hanover gave a presentation on what they would like to build with the property on Walnut Street and County Line Road. This includes 3 warehouse style buildings to be constructed as spec buildings, and he explained how this new development will impact the surrounding area. Greg discussed the types of zoning relief the developer will be applying for in order to move the project forward. A discussion ensued regarding concerns over the building heights and what would be allowable, giving the current zoning and building ordinances. A discussion ensued regarding building within the floodplain and what the developer plans on doing to remedy the issue. A discussion ensued regarding the impact on traffic in the immediate area and increased number of trucks coming in and out of the new facility and the impact on the current roadway.

Carol Weston-Young raised concerns regarding the amount of impervious coverage these new building will have as well as stormwater run-off onto other properties once these buildings are erected.

Mary Margaret Briggs – 245 Forest Park Drive - raised concerns about the amount of by-right impervious and if the calculations include the parts of the property that are within the floodplain.

Craig Kennard stated that he would need to review the plans in their entirety and determine if credits for impervious coverage would or would not be applied.

5. Motion to Consider Consent Agenda

Bill Jones moved, seconded by Bridget Kunakorn, to approve the Consent Agenda:

- A. Approve Minutes of August 18th, 2025, Board of Supervisors Meeting.
- B. Approve Minutes of August 29th, 2025, Board of Supervisors Meeting.
- C. Approve Regular Bill List as Follows:
 - Dated September 10, 2025, In the amount of \$94,582.71.
- D. Approve Prepaid Bill List as Follows:
 - Dated August 21, 2025, In the amount of \$215,246.90.
 - Dated August 28, 2025, In the amount of \$15,077.48.
 - Dated September 4, 2025, In the amount of \$6,895.18.
 - Dated September 10, 2025, In the amount of \$21,656.11.
- E. Approve Escrow Release #1 for 38 E. Peace Valley Road (Labrozzi) in the amount of \$27,065.00.

There were no public comments.

All voted aye, motion carried 4-0.

6. Action Items

- A. Consider a motion to approve the New Britain Township Pension Plans – 2026 Minimum Municipal Obligation (MMO).

Stephanie Shortall motioned to approve the 2026 MMO. Seconded by Bill Jones.

No public comment.

All voted aye, motion carried 4-0.

- B. Consider a motion to approve the Waiver of Land Development for 241 W. Butler Ave./Tractor Supply.

Bridget Kunakorn motioned to approve the Waiver of Land Development. Seconded by Stephanie Shortall.

No public comment.

All voted aye, motion carried 4-0.

- C. Consider a motion to award the recommendation for the Salt bid.

Bill Jones motioned to award the Salt bid to Morton Salt, Inc. Seconded by Bridget Kunakorn.

No public comment.

All voted aye, motion carried 4-0.

D. Consider a motion to prepare and advertise Ordinance 2025-06 Modification to NBT Non-Uniform Pension Ordinance.

Bridget Kunakorn motioned to approve the preparation and advertisement of the 2025-06 Pension Ordinance modification. Seconded by Stephanie Shortall.

No public comment.

All voted aye, motion carried 4-0.

E. Consider a motion to approve the Implementation of an Unmanned Aerial System (UAS) Program.

Stephanie Shortall motioned to approve the implementation of the Unmanned Aerial System. Seconded by Bill Jones.

No public comment.

All voted aye, motion carried 4-0.

7. Information Items

A. Departmental Reports

- Dan Fox discussed that the finance documents included within the monthly report and the cash receipts list. Dan also explained the Township's financial status regarding revenues, specifically the collected Real Estate tax, and expenditures to-date compared to this time, last year.
- Dan Fox went over the Park & Recreation report. The crew has been busy cutting grass, maintaining the parks, and maintaining the ball fields.
- Dan Fox explained the Public Works monthly report. The department has been busy with preparing roads and inlets for the upcoming road program. The department will turn its focus to completing trail work as well as the Keller Road bridge streambank project.
- Chief Clowser went over the Police Department's monthly report and noted that the newly purchased license plate readers have assisted with solving recent retail thefts. Chief Clowser also stated that the month of September will be busy with the department helping with various community events.

B. Engineer's Report.

- Craig Kennard gave an update on the September report and the various projects the Township has been working on. He also described upcoming projects and progress within current developments. Craig discussed an MS4 project that the Township could pursue regarding a basin retrofit and stream realignment.

C. Board of Supervisor's Comment

- Bridget Kunakorn also expressed excitement over the upcoming Fall Festival and encouraged all to attend. Gave thanks to Public Works, Police, Staff, Supervisors that will be in attendance and volunteers for helping with this event.
- Bill Jones expressed excitement about the upcoming Fall Festival and hoped traffic would not be a problem considering there is an event taking place at the Shrine on the same day.
- Stephanie Shortall echoed the previous comments.
- MaryBeth McCabe encouraged all to attend the upcoming Fall Festival held at North Branch Park. She thanked staff, police and all departments for helping with the event. MaryBeth also thanked the sponsors of the event.

8. Public Comment

- Mary Margaret Briggs – 245 Forest Park Drive– wanted to let the Board of Supervisors know that the Herald did an article on the Pollinator Garden and its success and that the article was shared on the Township's website.

9. Announcements

Parks & Recreation Commission – Tuesday, September 16th at 7pm.
 Veterans Committee Meeting – Wednesday, September 17th at 6pm.
 Cancelled – Zoning Hearing Board Meeting – Thursday, September 18th at 7pm.
 Annual Fall Festival – North Branch Park – Saturday September 20th, 10am – 3pm.
 Cancelled – Board of Supervisors Meeting – Monday, September 22nd at 7pm.
 Board of Supervisors Meeting – Budget Workshop #1 – Tuesday, September 23rd at 8:30am.
 Cancelled – Planning Commission Meeting – Tuesday, September 23rd at 7pm.
 Environmental Advisory Council Meeting – Wednesday, October 1st at 7pm.
 Cancelled – Board of Supervisors Meeting – Monday, October 6th at 7pm.
 Mobile Office Hours for Rep. Labs and Rep. Munroe – Wednesday, October 8th at 10am
 Veterans Committee Meeting – Wednesday, October 15th at 6pm.
 Zoning Hearing Board Meeting – Thursday, October 16th at 7pm.

The next meeting of the Board of Supervisors of New Britain Township will take place on **Monday, October 20th, 2025, 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

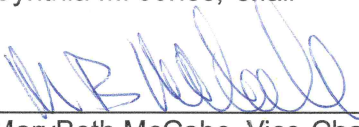
10. Adjournment

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

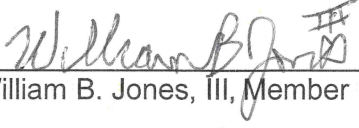
The Board unanimously adjourned the meeting at 8:14 pm.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS

Cynthia M. Jones, Chair



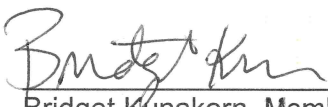
MaryBeth McCabe, Vice-Chair



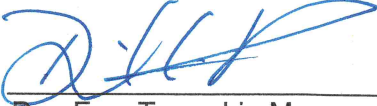
William B. Jones, III, Member



Stephanie Shortall, Member



Bridget Kunakorn, Member

Attest: 

Dan Fox, Township Manager

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