

**BUDGET WORKSHOP #2
MEETING MINUTES
October 28, 2025**

The Board of Supervisors Budget Workshop #2 Meeting of New Britain Township was held on Tuesday, October 28, 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, Craig Kennard – Township Engineer, 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**
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 each fund 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.

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.

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.

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. Alex ranked the items in order of priority.

C. Township Manager – Expenditures / Capital Overview

Cynthia Jones went over what the Board of Supervisors is temporarily approving and not approving per department. Dan Fox explained how the current budget is being presented compared to this time last year in regard to expenditures and revenues and how the Township will not be asking for a tax increase at this time.

5. Public Comment

- A.** Kathleen Davis- 32 Clearview – Chair of EAC – commented on how the EAC will be going after grants to support MS4 needs and requirements and would be more than happy to assist with volunteers for any MS4 project.
- B.** Lucy Jones – EAC member- has whether the EAC submitted budget was incorporated in the latest revision of the budget.

Dan Fox told her that it was incorporated, and it will be shown when the Township presents the Preliminary Budget on November 17th.

6. Announcements

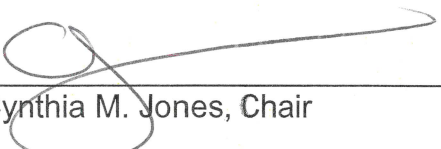
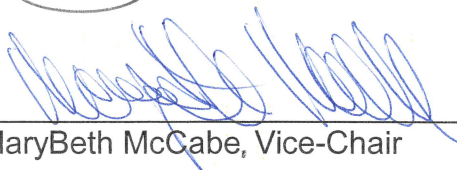
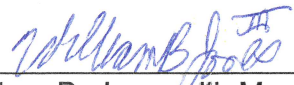
The next meeting of the Board of Supervisors Meeting of New Britain Township will take place on **Monday, November 17th, 2025, 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

7. Adjournment

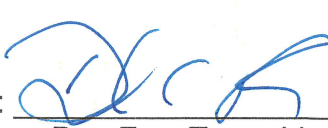
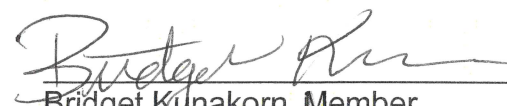
MaryBeth McCabe moved, seconded by Stephanie Shortall, to adjourn the meeting.

The Board unanimously adjourned the meeting at 9:57 am.

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

