

**BOARD OF SUPERVISORS  
MEETING MINUTES  
February 2, 2026**

The Board of Supervisors Meeting of New Britain Township was held on Monday, February 2, 2026, at the Township Building, 207 Park Avenue, Chalfont, PA beginning at 7:00pm.

Present were Supervisors: MaryBeth McCabe – Chair, Cynthia Jones – Vice-Chair, Bill Jones, Stephanie Shortall, and Bridget Kunakorn. Also present were Dan Fox - Township Manager(virtually), Scott Holbert - Township Solicitor, Craig Kennard – Township Engineer, 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. Neshaminy Watershed Consortium – Karen Ogden
    - Ken Jones and Karen Ogden presented to the Board about the proposed Neshaminy Watershed Consortium, outlining its mission to coordinate municipalities and community partners in protecting the Neshaminy Creek watershed. They explained how the consortium would foster regional collaboration on stormwater management, water quality improvement, habitat restoration, grant funding, and public education. Their presentation emphasized the benefits of shared resources and unified planning to address long-term watershed health across township boundaries.
  - B. Santa House Appreciation Award
    - Cynthia Jones presented a plaque to Nancy Jones and Bill Jones as recognition for their involvement and implementation in the long-standing tradition of Santa House. They received a plaque to take home with them as well as a plaque that will be mounted onto the Santa House structure. This was a token of appreciation for their commitment to the Township and to its residents.
5. **Motion to Consider Consent Agenda**

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

  - A. Approve Minutes of December 15<sup>th</sup>, 2025, Board of Supervisors Meeting.
  - B. Approve Minutes of January 5<sup>th</sup>, 2026, Board of Supervisors Reorganization Meeting.
  - C. Approve Regular Bill List as Follows:
    - Dated December 30, 2025, In the amount of \$74,633.15.
    - Dated January 8, 2026, In the amount of \$47,402.03.
    - Dated January 22, 2026, In the amount of \$74,831.98.
    - Dated January 29, 2026, In the amount of \$35,039.15.

**D. Approve Prepaid Bill List as Follows:**

- Dated December 17, 2025, In the amount of \$219,384.36.
- Dated December 30, 2025, In the amount of \$39,959.60.
- Dated January 8, 2026, In the amount of \$10,993.71.
- Dated January 15, 2026, In the amount of \$30,881.61.
- Dated January 22, 2026, In the amount of \$22,343.15.
- Dated January 29, 2026, In the amount of \$481,569.95.

**E. Approve Escrow Release #1 to 7 Walters, LLC, Lohin Subdivision in the amount of \$378,725.50.****F. Approve Escrow Release #4 to Hallmark Homes – Schoolhouse, LLC, 84 Schoolhouse Road in the amount of \$81,741.00.****G. Approve Escrow Release #1 to Klimenko Minor Subdivision Plan, 84 Curley Mill Road in the amount of \$70,002.50.**

There were no public comments.

All voted aye, motion carried 5-0.

**6. Action Items****A. Consider a motion to advertise Ordinance 2026-01 Vacate Portion of Chapman Road.**

Cynthia Jones motioned to authorize the advertisement. Seconded by Stephanie Shortall.

No public comment.

All voted aye, motion carried 5-0.

**B. Consider a motion to approve the Amended Conservation Easement for 52 N. Chapman Road.**

Bill Jones motioned to approve the Amended Conservation Easement for 52 N. Chapman Road. Seconded by Bridget Kunakorn.

No public comment.

All voted aye, motion carried 5-0.

**C. Consider a motion to advertise Ordinance 2026-02 4-Way Stop at New Galena and Sellersville Road.**

Cynthia Jones motioned to authorize the advertisement. Seconded by Stephanie Shortall.

No public comment.

All voted aye, motion carried 5-0.

- D. Consider a motion to adopt Resolution 2026- 02 2026 Employee Policy Manual Amendment.

Bill Jones motioned to adopt Resolution 2026- 02 2026 Employee Policy Manual Amendment. Seconded by Bridget Kunakorn.

No public comment.

All voted aye, motion carried 5-0.

- E. Consider a motion to adopt Resolution 2026-03 Recognition as a PA Audubon Council Bird Town.

Bridget Kunakorn motioned to adopt Resolution 2026-03 Recognition as a PA Audubon Council Bird Town. Seconded by Stephanie Shortall.

No public comment.

All voted aye, motion carried 5-0.

- F. Consider a motion to hire Alex Nagy for the Finance Director position.

Bill Jones motioned to approve the hiring of the Finance Director. Seconded by Cynthia Jones.

No public comment.

All voted aye, motion carried 5-0.

## 7. Information Items

### A. Departmental Reports

- Alex Mullin discussed that the finance documents included within the monthly report and the cash receipts list. She also explained the Township's financial status as of December regarding revenues, specifically the collected Real Estate tax, and expenditures to-date.
- Alex Mullin explained that both the Public Works Department and the Park & Recreation Department have been hard at work with the latest storms.
- Chief Clouser discussed the recent projects going on within the Police Department and the upcoming events planned.

### B. Engineer's Report

- Craig Kennard gave an update on the January report and the various projects the Township has been working on. He also described upcoming projects and progress within current developments.

### C. Board of Supervisor's Comment

- Stephanie Shortall expressed gratitude for the Public Works and Police Department for their hard work during the recent storms.
- Bill Jones expressed thanks to Public Works, Park and Rec and all who were involved with the Santa House for the award he received.
- Cynthia Jones echoed all sentiments.
- Bridget Kunakorn also thanked all departments for their hard work, making everyone aware of the snow emergency importance, and gave a reminder about Veterans Bingo coming up on March 13<sup>th</sup>.
- MaryBeth McCabe gave thanks to the Public Works and Police Department for their efforts during the last few winter weather events that have been taking place ensuring all residents are kept safe.

### 8. Public Comment

- A. Philip Shire expressed the need for a social media post regarding clearing snow around fire hydrants and asked if the Township could accommodate given the recent storms.
- B. Bill Bingeman – 110 Keller Road – asked the Board for an update regarding the status of the bridge and if they would expect to see any improvements or decisions made soon.
  - Scott Holbert responded that the Township is waiting to receive the latest PennDOT report and that once the weather clears the Township, the Engineer, and the Board will assess the best next steps.

### 9. Announcements

Environmental Advisory Council Meeting – Wednesday, February 4<sup>th</sup> at 7pm.

Mobile Office Hours for Rep. Labs and Rep. Munroe – Wednesday, February 11<sup>th</sup> at 10am.

Township Building Closed – Monday, February 16<sup>th</sup> – Presidents Day.

Parks & Recreation Meeting – Tuesday, February 17<sup>th</sup> at 7pm.

Veterans Committee Meeting – Wednesday, February 18<sup>th</sup> at 6pm.

Zoning Hearing Board Meeting – Thursday, February 19<sup>th</sup> at 7pm.

The next meeting of the Board of Supervisors of New Britain Township will take place on **Monday, February 23<sup>rd</sup>, 2026, at 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

### 10. Adjournment

Stephanie Shortall moved, seconded by Cynthia Jones, to adjourn the meeting.

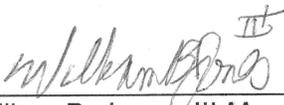
The Board unanimously adjourned the meeting at 8:10 pm.

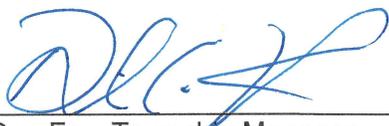
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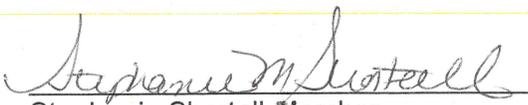
NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS

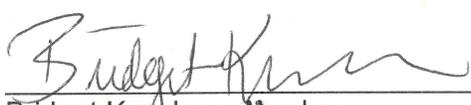
  
MaryBeth McCabe, Esq., Chair

  
Cynthia Jones, Vice-Chair

  
William B. Jones, III, Member

Attest:   
Dan Fox, Township Manager

  
Stephanie Shortall, Member

  
Bridget Kunakorn, Member