

**BOARD OF SUPERVISORS
MEETING MINUTES
May 4, 2026**

The Board of Supervisors Meeting of New Britain Township was held on Monday, May 4, 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 Terry Fedorchak – Interim Township Manager, Scott Holbert - Township Solicitor, Craig Kennard – Township Engineer, Chief Richard Clowser, Alex Nagy – Finance Director 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. Bird Town PA, 101st Acceptance Presentation – Heidi Shiver

- Ms. Heidi Shiver of Bird Town Pennsylvania provided an overview of the Bird Town program and its mission to promote bird conservation, habitat enhancement, and environmental stewardship at the local level. Ms. Shiver recognized New Britain Township for its commitment to protecting and enhancing bird habitat and officially presented the Township with its designation as the 101st Bird Town community in Pennsylvania. The presentation highlighted opportunities for public education, community involvement, and future conservation initiatives that support native birds and wildlife throughout the Township.

B. 5 New Galena Road Sketch Plan – Granite Creek Properties

- Representatives of Granite Creek Properties presented a proposal for the redevelopment of the property located at 5 New Galena Road. The applicant outlined plans to renovate the former sign display building and convert the existing structure into six rental apartment units. The presentation included an overview of the proposed site layout, parking accommodations, and circulation patterns. Significant discussion focused on parking availability, vehicle access, and traffic flow throughout the site to ensure safe and efficient movement of residents and visitors. The applicant also addressed questions regarding the project's compatibility with surrounding properties and compliance with Township requirements.

5. Motion to Consider Consent Agenda

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

- A. Approve Minutes of April 6th, 2026, Board of Supervisors Meeting.
- B. Approve Regular Bill List as Follows:
 - Dated April 16, 2026
 - Dated April 30, 2026
 - For a total amount of \$188,618.63
- C. Approve Prepaid Bill List as Follows:
 - Dated April 9, 2026
 - Dated April 16, 2026
 - Dated April 23, 2026
 - Dated April 30, 2026
 - For a total amount of \$302,095.16

There were no public comments.

All voted aye, motion carried 5-0.

6. Action Items

- A. Consider a motion to adopt Resolution 2026-05 appoint the Finance Director as the Pension CAO.

Bill Jones motioned to adopt Resolution 2026-05. Seconded by Bridget Kunakorn.

No public comment.

All voted aye, motion carried 5-0.

- B. Consider a motion to hire Keystone as the Building Inspector and Code Enforcement Officer.

Cynthia Jones motioned to hire Keystone. Seconded by Bill Jones.

No public comment.

All voted aye, motion carried 5-0.

- C. Consider a motion to add "Movie Night" as a new Township event.

Bridget Kunakorn motioned to approve Movie Night. Seconded by Stephanie Shortall.

No public comment.

All voted aye, motion carried 5-0.

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- D. Consider a motion to approve First Amendment to Option and Lease Agreement between NBT and SBA Towers III LLC.

Cynthia Jones motioned to approve the First Amendment to Option and Lease Agreement. Seconded by Bill Jones.

No public comment.

All voted aye, motion carried 5-0.

- E. Consider a motion to approve Resolution 2026-06 Joint Tax Collector with the Borough of New Britain.

Bill Jones motioned to approve Resolution 2026-06 Joint Tax Collector. Seconded by Cynthia Jones.

No public comment.

All voted aye, motion carried 5-0.

- F. Consider a motion to approve Settlement Stipulation for 400 Highpoint Drive.

Stephanie Shortall motioned to approve the Settlement Stipulation. Seconded by Bridget Kunakorn.

No public comment.

All voted aye, motion carried 5-0.

7. Information Items

A. Departmental Reports

- Alex Nagy discussed that the finance documents included within the monthly report and the cash receipts list. He also explained the Township's financial status regarding revenues, and expenditures to-date.
- Chief Clowser discussed the recent projects going on within the Police Department and the upcoming events. Chief Clowser also discussed the recent traffic study done on Maple Avenue.

Bridget Kunakorn motioned to have Gilmore & Associates write a recommendation for a formal traffic study for the Maple Avenue. Seconded by MaryBeth McCabe.

No public comment.

All voted aye, motion carried 5-0.

B. Engineer's Report

- Craig Kennard gave an update on the April 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

- Bridget Kunakorn said for all residents to enjoy the weather.
- Cynthia Jones expressed gratitude for a well-attended Rain Barrel event held by the EAC and the Native Plant demonstration. She also described an award NBT received as a part of the Doylestown Bike & Hike Committee.
- Bill Jones did not give a comment at this time.
- Stephanie Shortall discussed PSATS.
- MaryBeth McCabe thanked the VFW for their day of service cleaning up the memorial and our EMS.

8. Public Comment

- Margaret Briggs – Forest Park Drive - – thanked everyone involved in the Open Space Plan, and Alex Mullin for her hard work with the EAC.
- Deb Rendon – Keller Road- asked the Board of Supervisors to look into the activity taking place at the Doylestown Waste Recycling plant.

9. Announcements

Environmental Advisory Council Native Plant Demonstration – Wednesday, May 6th at 5:30pm.

Environmental Advisory Council Meeting – Wednesday, May 6th at 7pm.

Mobile Office Hours for Rep. Labs and Rep. Munroe – Wednesday, May 13th at 10am.

Community E-Recycle Event – NBT Township Building – Saturday May 16th 9am – 12pm.

Cancelled – Board of Supervisors Meeting – Monday, May 18th at 7pm.

Parks & Recreation Commission Meeting – Tuesday, May 19th at 7pm

Veterans Committee Meeting – Wednesday, May 20th at 6pm.

Cancelled - Zoning Hearing Board Meeting – Thursday, May 21st at 7pm.

Township Office Closed – Monday, May 25th – Memorial Day.

Planning Commission Meeting – Tuesday, May 26th at 7pm.

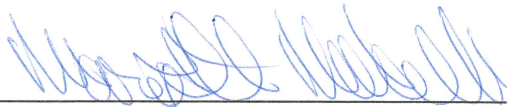
The next meeting of the Board of Supervisors of New Britain Township will take place on **Monday, June 1st, 2026, at 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

10. Adjournment


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

The Board unanimously adjourned the meeting at 8:31 pm.

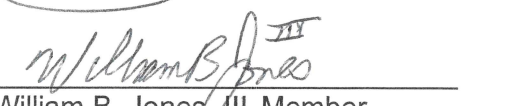
NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS



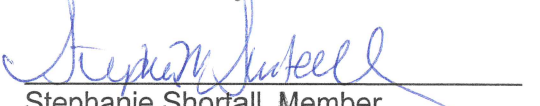
MaryBeth McCabe, Esq., Chair



Cynthia Jones, Vice-Chair



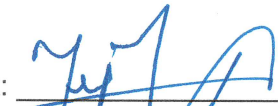
William B. Jones, III, Member



Stephanie Shortall, Member



Bridget Kurakorn, Member

Attest: 

Terry Fedorchak,
Interim Township Manager