

**BOARD OF SUPERVISORS
MEETING MINUTES
November 6, 2023**

A Business Meeting of the New Britain Township Board of Supervisors was held on Monday, November 6, 2023, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA, beginning at 7:00 p.m. Present were Supervisors: Chair William B. Jones, III, Vice-Chair Stephanie Shortall, Members, Gregory T. Hood, Cynthia M. Jones, and MaryBeth McCabe, Esq. Also present were Interim Township John Granger, Assistant Manager Michael Walsh, Police Chief Richard Clowser, Township Engineer Craig Kennard, P.E., and Township Solicitor Sean Gresh, Esq.

- 1. **Call to Order:** Mr. Jones called the meeting to order.
- 2. **Pledge of Allegiance:** Mr. Jones led the Board and audience in the Pledge of Allegiance.
- 3. **Chair Comments:** Mr. Jones announced that the Board had met in Executive Session before the meeting to discuss personnel, land acquisition/property, and/or litigation.
- 4. **Presentation Items:**

A. 2024 Preliminary Budget

Mr. Walsh presented highlights from the 2024 Preliminary Budget which included no tax increase and a balanced budget across all funds. There was no discussion on the presentation.

Action was taken later in the meeting.

- 5. **Subdivision/Land Development Projects:**

A. None

- 6. **Zoning Hearing Board Applications:**

- A. 756 North Limekiln Pike
- B. 140 Upper Church Road

Mr. Gresh presented the Board with the details of the Zoning Hearing Board applications. Mr. Gresh recommended the Board oppose 756 North Limekiln Pike and leave 140 Upper Church Road to the Zoning Hearing Board. Mr. Kennard and Township Staff agreed. The board discussed the applications and agreed with the Township Professionals and Staffs' recommendation.

MOTION: Upon motion by Mr. Hood, seconded by Mrs. Shortall and unanimously carried, the Board approved sending the Township Solicitor to oppose the Zoning Hearing Board Application for 756 North Limekiln Pike, per the evenings discussion.

- 7. **Information Items:**

- A. **Departmental Updates:**
 - i. **Administration:**

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1. Veterans Day Ceremony: Mr. Granger stated the Township would be holding a Veterans Day Ceremony at North Branch Park on Saturday, November 11th at 11:00 AM and invited all to attend.

ii. **Police:** Chief Clowser provided the Police update

iii. **Public Works:** There was no Public Works update.

iv. **Parks & Recreation:** There was no Parks & Recreation update.

v. **Finance:** There was no Finance update.

B. Board Comments: Mrs. Shortall thanked Chief for a great night at Trunk-or-Treat and everyone that attended.

Mr. Hood stated he spoke with the Principal of Butler Elementary School who had nothing but praise for the Police Department and their assistance with a recent school drill. He thanked the Chief and Police Department for doing a great job.

Mr. Hood acknowledged that Mr. Walsh had provided his two weeks' notice to resign his position as Assistant Manager. He thanked Mr. Walsh for six and a half years of his service as the Assistant Manager of New Britain Township and wished Mr. Walsh luck in the future.

8. Action Items:

A. Motion to consider the allocation of the 2023 Pension State Aid.

MOTION: Upon motion by Mrs. Jones, seconded by Ms. McCabe and unanimously carried, the Board approved the allocation of the 2023 Pension State Aid, per the attachments.

B. Motion to consider approval and advertisement of the 2024 Preliminary Budget.

MOTION: Upon motion by Mrs. Shortall, seconded by Ms. McCabe and unanimously carried, the Board approved the 2024 Preliminary Budget and authorizes the advertisement of the 2024 Preliminary Budget for public review, as discussed and presented at this evening's meeting.

C. Motion to consider closing all Township Offices on November 22, 2023, at 1:00 PM.

MOTION: Upon motion by Mrs. Jones, seconded by Ms. McCabe and unanimously carried, the Board approved closing all Township offices on November 22, 2023, at 1:00 PM.

D. Motion to consider consent agenda

MOTION: Upon motion by Ms. McCabe, seconded by Mrs. Shortall and unanimously carried, the Board approved all items on the consent agenda, dated November 6, 2023, per the attachment.

E. Motion to consider hiring Kristin Carpenter as Finance Director/Treasurer of New Britain Township, starting November 7, 2023.

MOTION: Upon motion by Mr. Hood, seconded by Ms. McCabe and unanimously carried, the Board approved the hiring of Kristin Carpenter as Finance Director/Treasurer of New Britain Township, effective November 7, 2023.

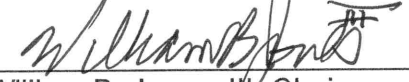
9. **Public Comment:** There was no Public Comment at this time.

10. **Announcements:** Mr. Jones announced that the Board's next meeting was on Monday, November 20, 2023, at 7:00 p.m., and called for a motion to adjourn.

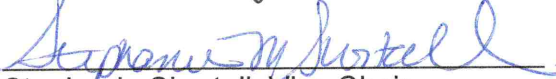
11. **Adjournment:**

MOTION: There being no further business or comment, a motion was made by Ms. McCabe, seconded by Mrs. Shortall, and unanimously carried to adjourn the meeting at 7:50 p.m.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS




William B. Jones, III, Chair




Stephanie Shortall, Vice Chair

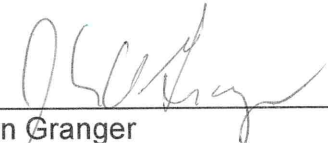
Gregory T. Hood, Member



Cynthia M. Jones, Member



MaryBeth McCabe, Esq., Member

Attest: 

John Granger
Secretary/Interim Manager

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