

**BOARD OF SUPERVISORS
MEETING MINUTES
February 5, 2024**

The Board of Supervisors Meeting of New Britain Township was held on Monday, February 5, 2024 at the Township Building, 207 Park Avenue, Chalfont, PA beginning at 7:00pm.

Present were Supervisors: Cynthia M. Jones, MaryBeth McCabe, William B. Jones, III, Bridget Kunakorn, Stephanie Shortall. Also present were John A. Granger, Interim-Township Manager, Craig Kennard, Township Engineer, Chief Richard Clowser, Scott Holbert, Township Solicitor.

1. **Call to Order:** The meeting was called to order by Cynthia M. Jones at 7:00pm.
2. **Pledge of Allegiance:** Mrs. Jones led the Board and public in the Pledge of Allegiance.
3. **Chair Comments:**

Cynthia M. Jones stated that the Board of Supervisors met in an Executive Session on February 1, 2024 and prior to the February 5, 2024 meeting to discuss personnel matters.

The Board will entertain public comments on each topic prior to the Board taking action.

The Board has suspended live streaming of the township meetings until technology improves to reduce the potential of hacking the meetings.

4. Motion to Consider Consent Agenda

- A. Motion to consider meeting minutes of the January 2, 2024 Board of Supervisors Reorganization Meeting.

MaryBeth McCabe stated that the January 2, 2024 minutes should reflect the attendance of Cynthia B. Jones and Bridget Kunakorn. Stephanie Shortall stated the notary public in attendance was Brooke Newborn.

Motion: William B. Jones, III motioned, seconded by MaryBeth McCabe, the Board unanimously approved the consent agenda with the minutes amended as noted.

- B. Resolution 2024-03, Deed of Dedication for Schoolhouse Estates-Schoolhouse Road ROW Deed of Dedication.

Motion: William B. Jones III motioned, seconded by MaryBeth McCabe, the Board unanimously approved Resolution 2024-03, Deed of Dedication for Schoolhouse Estates-Schoolhouse Road ROW Deed of Dedication.

5. Presentation

- A. Neshaminy Watershed Association, Ken Jones, President, Karen Ogden, Bucks County Conservation District.

Mr. Jones and Ms. Ogden gave a presentation recommending that the Board consider joining with other communities to consider establishing a Consortium to protect the Neshaminy Watershed.

MaryBeth McCabe stated that the Environmental Advisory Council would hold their first meeting on February 13, 2024. She stated that the Environmental Advisory Council will evaluate the matter and provide the Board with a recommendation.

Ms. Ogden requested that the Board make a decision by April 1, 2024 so that the association could develop an action plan for 2025.

- B. Chalfont New Britain Joint Sewer Authority, John Larson, Executive Director, Preston Campbell, Member.

Mr. Larson introduced himself and stated that Mr. Campbell was out of town on business. He welcomed the opportunity to meet with the Board to discuss mutual issues. He stated that the transition with the new Executive Director was going well. Cynthia M. Jones asked how much capacity the treatment plant has.

Mr. Larson stated that the plant is rated for 4.6 MGD and has about .75 to 1.0 MGD available. He also stated the plant could be rerated if necessary.

Bridget Kunakorn asked about the availability of maps of the sewer system. She was interested in knowing where public sewer service was available and where on lot systems were.

Mr. Larson stated that the authority is approximately 50% complete with updating the position of the Act 532 plan that focuses on the sewer areas. He placed that work on pause until he becomes familiar with the plan.

Craig Kennard said that the Board is interested in reviewing an updated map.

MaryBeth McCabe asked the status of the work the Authority was doing at Veteran's Park.

Mr. Larson said that the pump station recently went online and that the older pump station is now out of service permanently.

The Board thanked Mr. Larson for attending the meeting.

- C. 545 West Butler Ave., Chalfont, Dunkin Donuts proposed land development.

David Shafkowitz, Esq. represented the developer. He stated that Dunkin Donuts would be the only use on the property in order to manage the needed zoning relief. The applicant will meet all of the overlay zoning requirements. They are requesting ideas for the gateway sign.

Craig Kennard stated that the applicant worked with him and staff on their recommendations. They have addressed the access and circulation issues that were of concern by the Board. The Board had stated their opposition to the prior plan that had been submitted to the Zoning Hearing Board.

Bridget Kunakorn asked if bollards were to be installed. The planner for the applicant stated that the curbing would be installed, not bollards.

Chief Clowser stated that this was the most accident-prone area in the Township and that the development could compound this issue.

The planner reviewed the access and circulation plan and stated that the plan has sufficient space for stacking of vehicles to use the drive through.

Anne Marie Henshaw, Iverness Circle, asked if left turns onto the site could be made from County Line Road.

Mr. Shafkowitz replied that left turns are permitted. The applicant will meet with representatives of Toll Bothers to address several matters.

Questions were raised about land and storm water management. Craig Kennard said that those issues would be presented during the land development process.

MaryBeth McCabe stated that these issues will be reviewed by the Environmental Advisory Council.

Scott Holbert stated that the Board previously opposed the plan that was submitted to the Zoning Hearing Board. He asked what the Boards position was with the current plans.

It was the consensus of the Board that there was no need to oppose the revised plans at the Zoning Hearing Board.

- D. Proposed Amendment Number 2 to Zoning Ordinance and Subdivision Ordinance pertaining to parking and traffic.

Craig Kennard stated that the proposal modifications mostly dealt with removing sections from the Zoning Ordinance to the Subdivision Ordinance. Several areas were updated using updated data for parking standards. He said that the next update would be provided in two or three months. He asked that comments on the proposal modifications be sent to his office prior to the public hearing.

6. Action items

- A. Motion to consider the schedule of prepaid bills in the amount of \$245,974.11 dated January 2, 2024.

There were no Board comments.

There were no public comments.

MOTION: MaryBeth McCabe motioned, seconded by Bridget Kunakorn, to approve the schedule of prepaid bills in the amount of \$245,974.11 dated January 2, 2024. The Board unanimously approved the motion.

- B. Motion to consider the schedule of prepaid bills in the amount of \$93,882.12 dated January 25, 2024.

There were no Board comments.

There were no public comments.

MOTION: MaryBeth McCabe motioned, seconded by Bridget Kunakorn, to approve the schedule of prepaid bills in the amount of \$93,882.12 dated January 25, 2024. The Board unanimously approved the motion.

- C. Motion to consider the schedule of prepaid bills in the amount of \$268,268.42 dated February 1, 2024.

There were no Board comments.
There were no public comments.

MOTION: MaryBeth McCabe motioned, seconded by William B. Jones, III, to approve the schedule of prepaid bills in the amount of \$268,268.42 dated February 1, 2024. The Board unanimously approved the motion.

D. Motion to consider the schedule of regular bills in the amount of \$80,332.23 dated February 1, 2024.

There were no Board comments.
There were no public comments.

MOTION: MaryBeth McCabe motioned, seconded by Bridget Kunakorn, to approve the schedule of regular bills in the amount of \$80,332.23 dated February 1, 2024. The Board unanimously approved the motion.

E. Motion to approve the purchase of two (2) replacement vehicles for the Code Enforcement Department from Chapman Auto in the amount of \$59,602.00. The Budget provided \$75,000 for one vehicle. The second code vehicle is also in need of replacement. The administration recommends that the Board purchase two (2) replacement vehicles at a cost less than the budgeted cost.

MaryBeth McCabe asked about the availability of hybrids.
Mr. Granger stated that the hybrids were not available at this time.

There were no public comments.

MOTION: Bridget Kunakorn motioned, seconded by Stephanie Shortall, to approve the purchase of two (2) replacement vehicles for the Code Enforcement Department from Chapman Auto in the amount of \$59,602.00. The Board unanimously approved the motion.

F. Motion to approve the Boards and Commissions Volunteer Handbook.

Kathleen Davis, Clearview Ave., Chalfont, PA stated that the Handbook was helpful.
There were no Board comments.

MOTION: William B. Jones, III motioned, seconded by MaryBeth McCabe, to approve the Boards and Commissions Volunteer Handbook. The Board unanimously approved the motion.

G. Motion to approve Resolution 2024-04 to remove Mike Walsh, John Bates and Matt West as authorized signatures and appointing Kristen Carpenter, William B. Jones, III and Cynthia M. Jones as authorized signatures for the two (2) township pension plans.

There were no Board comments.
There were no public comments.

MOTION: MaryBeth McCabe motioned, seconded by Bridget Kunakorn, to approve Resolution 2024-04 to remove Mike Walsh, John Bates and Matt West as authorized signatures and appointing Kristen Carpenter, William B. Jones, III and Cynthia M. Jones as authorized signatures for the two (2) township pension plans. The Board unanimously approved the motion.

H. Motion to authorize advertisement for bids for the Brittany Farms Stream Restoration.

Craig Kennard stated there will be several alternatives in the bid so that the Board can consider what work can be done within the budget.

Cynthia M. Jones asked if volunteers could perform some of the work.

Craig Kennard stated that they will review the that.

There were no public comments.

MOTION: MaryBeth McCabe motioned, seconded by William B. Jones, III, to authorize advertisement for bids for the Brittany Farms Stream Restoration. The Board unanimously approved the motion.

I. Motion to approve payment #2 in the amount of \$23,458.50 to AH Cornell for the Neshaminy Greenway Trail.

Craig Kennard stated final paving would be done in March, weather permitting. His office will coordinate with the Public Works Department on that part of the project that they are responsible for.

There were no public comments.

MOTION: MaryBeth McCabe motioned, seconded by William B. Jones, III, to approve payment #2 in the amount of \$23,458.50 to AH Cornell for the Neshaminy Greenway Trail. The Board unanimously approved the motion.

J. Motion to cancel the February 26, 2024 Board of Supervisors meeting.

There were no Board comments.

There were no public comments.

MOTION: MaryBeth McCabe motioned, seconded by Stephanie Shortall, to cancel the February 26, 2024 Board of Supervisors meeting. The Board unanimously approved the motion.

8. Board of Supervisors Comments

Bridget Kunakorn stated that she was encouraged about the Neshaminy Watershed Consortium.

MaryBeth McCabe had no comments.

William B. Jones, III had no comments.

Stephanie Shortall had no comments.

Cynthia M. Jones stated that there is a vacancy on the Parks and Recreation Committee.

9. Public Comments

There were no public comments.

10. Announcements:


The next meeting of the Board of Supervisors will be Monday, March 4, 2024, 3:00 p.m. at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

11. Adjournment:

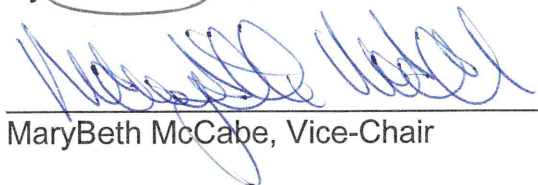
MOTION: William B. Jones, III motioned, seconded by Stephanie Shortall, the Board of Supervisors adjourned the meeting at 8:20pm.

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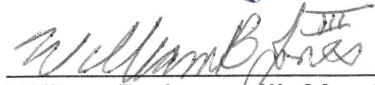
NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS



Cynthia M. Jones, Chair



MaryBeth McCabe, Vice-Chair



William B. Jones, III, Member



Stephanie Shortall, Member



Bridget Kunakorn, Member

Attest: 

John A. Granger,
Interim Township Manager/Secretary