

**BOARD OF SUPERVISORS  
MEETING MINUTES  
May 6, 2024**

The Board of Supervisors Meeting of New Britain Township was held on Monday, May 6, 2024, at the Township Building, 207 Park Avenue, Chalfont, PA beginning at 7:00pm.

Present were Supervisors: Cynthia M. Jones, MaryBeth McCabe (remotely), Bridget Kunakorn, Stephanie Shortall. Also present were Dan Fox -Township Manager, Craig Kennard, Township Engineer, Chief Richard Clowser, Scott Holbert, Township Solicitor, and Alexandria Mullin- Executive Administrative Assistant.

1. **Call to Order:** Cynthia Jones called the meeting to order at 7:00 pm.
2. **Pledge of Allegiance:** Cynthia Jones led the Board and public in the Pledge of Allegiance.
3. **Chair Comments** Cynthia Jones stated that the Board met in Executive session to discuss personnel matters and litigation items.

Chief Clowser requested the motion to appoint Ryan Lischke to the position of Corporal. All Board members in attendance voted in favor. Judge Jean Seaman administered the Oath.

4. **Interview EAC Candidates:** Cynthia Jones led the interview of Katie Culter. Katie is a teacher for Central Bucks School District and an active volunteer for the community. The Board asked if she was willing to put in hard work and Katie responded that she is constantly volunteering and is not someone who can sit still for long periods of time. Cynthia Jones encouraged that even if Katie was not selected for this position, to become a volunteer for the Township.
5. **Presentation/ Public Hearings/ Land Development**
  - A. 565 New Galena Road Conservation Easement Swap

The Evans family came in to discuss moving a section of the conversation easement from the back end of their property to the front side. The overall goal is to push poison ivy and brush away from the current patio area and could add a shed, and future garden area and/or planting beds.

Craig Kennard discussed how this process began over a year ago and the prior Zoning Officer and Manager did not have issues with this. Craig stated they have no objections to the legal descriptions

provided as long as the Board did not. He did not see a need for the family to return. The action item would be for the Solicitor to amend the Easement Swap from July 2020 and the pending approval would then be recorded.

No further comments or questions from the Board.

## 6. Motion to Consider Consent Agenda

Bridget Kunakorn moved, seconded by Stephanie Shortall, to approve the Consent Agenda:

- A. Approve minutes of April 1, 2024, Board of Supervisors meeting.
- B. Approve minutes of April 22, 2024, Board of Supervisors Special meeting.
- C. Approve regular bills list dated May 1, 2024, in the amount of \$464,330.36.
- D. Approve prepaid bill list as follows:
  - Dated April 4, 2024, in the amount of \$90,241.74.
  - Dated April 11, 2024, in the amount of \$29,134.57.
  - Dated April 18, 2024, in the amount of \$6,852.15.
  - Dated May 1, 2024, in the amount of \$14,212.88.
  - Dated May 1, 2024, in the amount of \$22,395.03.
- E. Approve sale of 2010 Ford Escape AWD to Gilberto Rivera-Mateo in the amount of \$3,100.
- F. Approve sale of 2014 Dodge Charger RWD to Kenneth Carr in the amount of \$1,500.
- G. Approve sale of 2017 Dodge Charger Pursuit AWD to Jeremy Smith in the amount of \$5,000.
- H. Approve sale of 2006 John Deere 997-Z Zero-Turn mower to Walter Gural in the amount of \$2,154.
- I. Approve Escrow Release #1, Foxlane Homes at Highpoint in the amount of \$1,518,914.74.

Cynthia Jones stated that upon edits made to the April 1st Board of Supervisors minutes that they would be approved.

There was no public comment.

All voted aye, motion carried 4-0.

## 7. Action Items

- A. Motion to appoint Joe Karpovich to the position of Police Services Clerk.

Stephanie Shortall moved, seconded by Bridget Kunakorn, to approve the motion.

There were no public comments.

All voted aye, motion carried 4-0.

- B. Motion to appoint one (1) candidate to the Zoning Hearing Board for term ending 12/31/2027 from the following candidates.

Bridget Kunakorn nominated Terry Young.  
Stephanie Shortall nominated Ryan Wantz.  
Cynthia Jones nominated Terry Young.  
Marybeth McCabe nominated Terry Young.

Bridget Kunakorn motioned to appoint Terry Young. Seconded by Marybeth McCabe.

There were no public comments.

Bridget Kunakorn voted yes, Stephanie Shortall voted no, Cynthia Jones voted yes, Marybeth McCabe voted yes. Motion carried 3-1.

- C. Motion to appoint one (1) candidate to the Zoning Hearing Board for term ending 12/31/2028 from the following candidates.

Bridget Kunakorn nominated Robert Byrne.  
Stephanie Shortall nominated Ryan Wantz.  
Cynthia Jones nominated Robert Byrne.  
Marybeth McCabe nominated Robert Byrne.

Bridget Kunakorn motioned to appoint Robert Byrne. Seconded by Marybeth McCabe.

There were no public comments.

Bridget Kunakorn voted yes, Stephanie Shortall voted no, Cynthia Jones voted yes, Marybeth McCabe voted yes. Motion carried 3-1.

- D. Motion to appoint one (1) candidate to the EAC to complete the open term from the following candidates.

Bridget Kunakorn nominated Carol Weston Young.  
Stephanie Shortall nominated Katie Cutler.  
Cynthia Jones nominated Carol Weston Young.  
Marybeth McCabe nominated Carol Weston Young

Bridget Kunakorn motioned to appoint Carol Weston Young.  
Seconded by Marybeth McCabe.

There were no public comments.

Bridget Kunakorn voted yes, Stephanie Shortall voted no, Cynthia Jones voted yes, Marybeth McCabe voted yes. Motion carried 3-1.

- E. Discuss request from Park & Recreation Committee for the Board to reinstate Advisory and Junior members.

Stephanie Shortall moved, seconded by Bridget Kunakorn, to table the motion to the next meeting.

There were no public comments.

All voted aye, motion carried 4-0.

- F. Discussion on the following Zoning Hearing Board Applications
- 104 South Limekiln Pike (Isai)
  - 298 Walter Road (Hackett)
  - 110 Brittany Drive (Friel)
  - Stone Arch Culvert Rehabilitation (SEPTA)

Scott Holbert reviewed all four (4) applications, he recommended the Township not oppose 110 Brittany and Stone Arch Culvert Rehabilitation (SEPTA). He then recommended that the Board intervene and oppose two applications, 104 South Limekiln Pike and 298 Walter Road.

Stephanie Shortall moved, seconded by Bridget Kunakorn, to oppose the zoning applications for 104 South Limekiln Pike and 298 Walter Road.

There were no public comments.

All voted aye, motion carried 4-0.



**G. Discuss Lease Amendment for Veterans Park.**

Scott Holbert discussed the details of the lease terms for the property and farming ability.

Kathleen Davis asked if there were any restrictions on chemicals that could be used on the farmland and if they would be "creek safe"?

Cynthia Jones stated that there are restrictions on chemicals within the bid packet per the lease agreement. It describes applications of fertilizers and herbicides.

Stephanie Shortall moved, seconded by Bridget Kunakorn, to accept the lease amendment.

There were no public comments.

All voted aye, motion carried 4-0.

**8. Information Items**

**A. Departmental Reports**

Department heads highlighted key elements from their own report and summarized main events that occurred during the previous month.

**B. Engineer's Report**

Craig Kennard went over current projects and involvement that their firm has with the Township and the timeline of events that are set to occur over the next few weeks.

**C. Board of Supervisor's Comment**

Stephanie Shortall commented on how lovely Corporal Karpovich's Last Ride was and that it was amazing to see community involvement.

Bridget Kunakorn commented on the Veteran's Committees recent spring-cleaning project around the memorial site.

9. Public Comment

10. Announcements

On May 15<sup>th</sup> will be the Veterans Committee meeting.  
On May 16<sup>th</sup> will be the Zoning Hearing Board meeting.

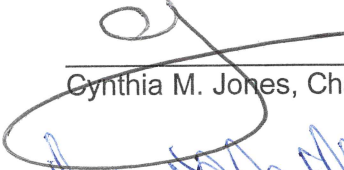
The Next Meeting of the Board of Supervisors of New Britain Township will take place on **Monday, May 20, 2024, 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

11. Adjournment

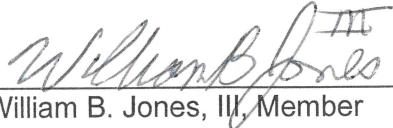
Stephanie Shortall moved, seconded by Bridget Kunakorn, to adjourn the meeting.

The Board unanimously adjourned the meeting at 7:49 pm.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS

  
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Cynthia M. Jones, Chair

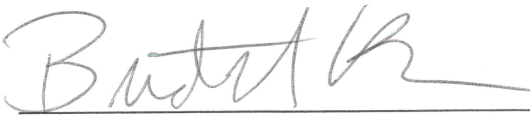
  
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MaryBeth McCabe, Vice-Chair

  
\_\_\_\_\_  
William B. Jones, III, Member

Attest:

  
\_\_\_\_\_  
Dan Fox  
Township Manager

  
\_\_\_\_\_  
Stephanie Shortall, Member

  
\_\_\_\_\_  
Bridget Kunakorn, Member

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