

**BOARD OF SUPERVISORS
MEETING MINUTES
June 17, 2024**

The Board of Supervisors Meeting of New Britain Township was held on Monday, June 17, 2024, at the Township Building, 207 Park Avenue, Chalfont, PA beginning at 7:00pm.

Present were Supervisors: Cynthia M. Jones- Chair, MaryBeth McCabe – Vice-Chair, Bill Jones, Stephanie Shortall, and Bridget Kunakorn. Also present were Craig Kennard - Township Engineer, Chief Richard Clowser, Scott Holbert - Township Solicitor, Alexandria Mullin - Executive Administrative Assistant, Kristin Carpenter - Director of Finance, Dave Conroy – Director of Planning and Zoning, and Ryan Cressman – Public Works Superintendent.

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, prior to this meeting, to discuss personnel matters and litigation items.
4. **Presentations/ Public Hearings/ Land Development – N/A**
5. **Motion to Consider Consent Agenda**

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

- A. Approve Minutes of June 3, 2024, Board of Supervisors Meeting.
- B. Approve Regular Bills List Dated June 13, 2024, in the Amount of \$204,823.92.
- C. Approve Prepaid Bill List as Follows:
 - Dated June 6, 2024, In the Amount of \$90,476.89.
 - Dated June 13, 2024, In the Amount of \$131,751.08.

There was no public comment.

Motion carried 5-0.

6. Action Items**A. Approve LV/TNT Softball Tournament.**

Bill Jones motioned to approve the request. Seconded by Marybeth McCabe.

There were no public comments.

All voted aye, motion carried 5-0.

B. Approve Resolution 2024-10, Final Land Development plan of Birch Run by Toll Brothers.

Marybeth McCabe motioned to approve the Resolution. Seconded by Stephanie Shortall.

There were no public comments.

All voted aye, motion carried 5-0.

C. Approve curb spraying quotes and recommendation

Bill Jones motioned to approve the quote and recommendation. Seconded by Bridget Kunakorn.

Marybeth McCabe raised concerns regarding using toxic chemicals that would go into the town's water supply and asked if this could be adjusted.

Zoe Combs- North Lane- voiced concern for not being informed regarding notice of curb spraying timeline and impact on pets and kids.

All voted, motion carried 4-1.

D. Approve line striping and thermo quotes and recommendation.

Bill Jones motioned to approve the quote and recommendation. Seconded by Marybeth McCabe.

There were no public comments.

All voted aye, motion carried 5-0.

E. Approve Road Bid Award Recommendation.

Stephanie Shortall motioned to approve the purchase of office chairs. Seconded by Bridget Kunakorn.

There were no public comments.

All voted aye, motion carried 5-0.

F. Discuss 128 Hampshire Drive (Rush) Zoning Hearing Board Application

Supervisors agreed to let the Zoning Hearing Board discuss this application

There were no public comments.

G. Authorize the hiring of an entry level Police Officer.

Bridget Kunakorn motioned to authorize the hiring of an entry level Police Officer. Seconded by Bill Jones.

There were no public comments.

All voted aye, motion carried 5-0.

H. Adopt Ordinance 2024-02 for the Verizon Franchise Agreement

Stephanie Shortall motioned to adopt the ordinance. Seconded by Marybeth McCabe.

There were no public comments.

All voted aye, motion carried 5-0.

I. Adopt Resolution 2024-11 for the EOP and Promulgation

Stephanie Shortall motioned to adopt the Resolution and Promulgation. Seconded by Bill Jones.

There were no public comments.

All voted aye, motion carried 5-0.

J. Approve support of the grant application for trees from Giant.

Bridget Kunakorn motioned to support the grant application.
Seconded by Marybeth McCabe.

There were no public comments.

All voted aye, motion carried 5-0.

K. Approve Fuel Bid award recommendation.

Bill Jones motioned to approve the Fuel Bid award recommendation.
Seconded by Marybeth McCabe.

There were no public comments.

All voted aye, motion carried 5-0.

7. Information Items

A. Departmental Reports

Kristin Carpenter discussed how the Township is currently on target from a budgetary perspective. The Township, with the recommendation of the Finance Director and the Township Manager, will begin the process of investing in CD's and Money Market accounts and will take the required action to open the accounts. The Township has decided to table the new accounting system purchase due to the introduction of the new Township Manager and give him the opportunity to review all options. The payroll company transition is moving along nicely, and the go-live date is currently in August.

Chief Clowser updated the Board on current initiatives and processes and gave an update on the new part time clerk.

Ryan Cressman updated the Board on projects within the Public Works Department including the new Fuel System and development of the Coleman trail/park.

Dave Conroy updated the Board with comments regarding Zoning Hearing Board applications and status of permits his department had been working through this past 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

Bridget Kunakorn stated that the beautification of the Veterans Memorial had occurred on June 8th and more volunteers showed up than they had anticipated, and it turned out to be a wonderful event.

Marybeth McCabe commended the staff for working hard to further improve the Township.

Stephanie Shortall echoed this sentiment by also commending the staff for their continued efforts.

Cynthia Jones stated that she attended a Bucks County Association workshop about Emergency Services, and she felt that it was incredibly informative and prompted any other Board members to attend if possible.

8. Public Comment

John Nones from 113 North Lane wanted to discuss the issues they have been having with the homeowners at 104 S. Limekiln Pike. They wished to hear updates regarding any Zoning applications that home has filed and needed clarification on processes and what the Township will be doing to enforce violations.

Dave Conroy explained the process regarding violations and what happens when a homeowner is in violation of an ordinance. He also explained the status of the Zoning Hearing Board applications and what the homeowners will need to do to become proactive in this type of situation.

Zoe Combs from North Lane also wanted to discuss the issues she is encountering with 104 S. Limekiln Pike. She was asking questions regarding zoning of the property and what is allowed on certain parcels of property. She was also asking about processes regarding violations and enforcements.

Rob Moretti 116 North Lane had a question regarding the letter that was sent last year for the Zoning Hearing Board application for 104 S. Limekiln Pike property. He inquired as to whether there are records of letters sent to residents kept within the Township building.

9. Announcements

Park & Rec Meeting - Tuesday June 18th at 7pm
Canceled - Veterans Committee Meeting – Wednesday June 19th at 6pm
Canceled - Planning Commission Meeting – Monday June 25th at 7pm
Environmental Advisory Council Meeting - Thursday June 27th at 7pm
Zoning Hearing Board Meeting – Tuesday July 2nd at 7pm

The next meeting of the Board of Supervisors of New Britain Township will take place on **Monday, July 1, 2024, 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

10. Adjournment

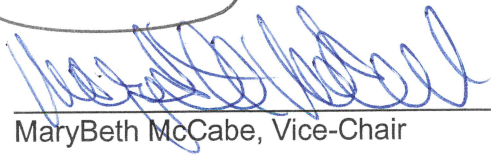
Marybeth McCabe moved, seconded by Stephanie Shortall, to adjourn the meeting.

The Board unanimously adjourned the meeting at 9:06 pm.

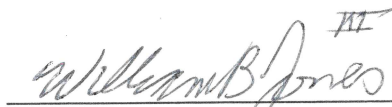
NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS



Cynthia M. Jones, Chair



MaryBeth McCabe, Vice-Chair



William B. Jones, III, Member

Attest: 

Dan Fox
Township Manager



Stephanie Shortall, Member



Bridget Kunakorn, Member

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