

**BUDGET WORKSHOP #1
MEETING MINUTES
September 17, 2024**

The Board of Supervisors Budget Workshop #1 Meeting of New Britain Township was held on Tuesday, September 17, 2024, at the Township Building, 207 Park Avenue, Chalfont, PA beginning at 8:30am.

Present were Supervisors: Cynthia M. Jones- Chair, MaryBeth McCabe – Vice-Chair, Bill Jones, Stephanie Shortall, and Bridget Kunakorn. Also present were Dan Fox - Township Manager, Chief Richard Clowser, Ryan Cressman – Public Works Superintendent, Bill May – Park & Recreation Supervisor, Kristin Carpenter – Director of Finance, and Alexandria Mullin - Executive Administrative Assistant.

1. **Call to Order:** Cynthia Jones called the meeting to order at 8:30 am.
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. **Information Items**
 - A. Township Manager- Budget Overview

Dan Fox described the new 2025 Budget process and how the Township would like to handle budget processes moving forward including formatting and structure. He explained that each department head will have an opportunity to discuss their needs and capital requests. He further explained how the Township will reflect those expenditures within the budget and how the funds will be managed.

B. Departmental Requests

Chief Clowser went through his department expenditures and discussed what the Police Department will be spending money on and what they expect to be high-cost items. The Chief then explained each item on his Capital Plan request form and why these requests would be important to the department.

Bill May described the expenditures for the Park & Recreation department which were almost identical to those from last year. He doesn't anticipate any major changes and that is reflected in his yearly budget. He then went on to explain the items within his Capital Plan request form and why these projects/items would be essential to the Park & Recreation department.

Ryan Cressman went through his department expenditures and discussed what the Public Works department will be spending money on and what they expect to be high-cost items. Ryan then explained each item on his Capital Plan request form and why these requests would be important to the department.

A discussion ensued regarding the Townships need for curb repair and whether this should fall on the residents or the Township for maintenance. The Board of Supervisors voted to have the responsibility of curb repair fall solely on the homeowner. In 2025, each homeowner will be notified of the curb repairs needed for their home prior to a road paving project beginning but the responsibility of making those repairs falls to the homeowner.

Dan Fox described the needs of the administration department and how some of the line items have been reformatted to be clearer. He went on to explain the Capital plan needs of the department and how each request would benefit the Township.

c. Township Manager – Expenditures / Capital Overview

Dan Fox explained how at the end of September the Township will be able to provide more accurate expenditures and then be able to provide a more accurate representation of revenue.

MaryBeth McCabe discussed the recent change with EMS funds and how she would like to see the Township address this and make sure we are properly funding our Emergency Services.

5. Public Comment

6. Announcements

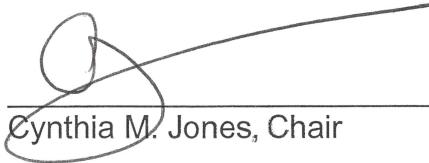
The next meeting of the Board of Supervisors Budget Workshop #2 of New Britain Township will take place on **Tuesday, October 15th, 2024, 8:30 a.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

7. Adjournment


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

The Board unanimously adjourned the meeting at 9:56 am.

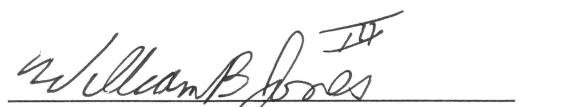
NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS



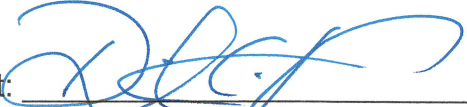
Cynthia M. Jones, Chair



MaryBeth McCabe, Vice-Chair



William B. Jones, III, Member

Attest: 

Dan Fox, Township Manager



Stephanie Shortall, Member



Bridget Kuhakorn, Member



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