

**BOARD OF SUPERVISORS
MEETING MINUTES
October 21, 2024**

The Board of Supervisors Meeting of New Britain Township was held on Monday, October 21, 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, Stephanie Shortall, and Bridget Kunakorn. Also present were Dan Fox-Township Manager, Craig Kennard - Township Engineer, Scott Holbert - Township Solicitor, Corporal Ryan Lischke, and Alexandria Mullin – Assistant to the Township Manager.

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. **Motion to Consider Consent Agenda**

MaryBeth McCabe moved, seconded by Stephanie Shortall, to approve the Consent Agenda:

- A. Approve Minutes of October 7, 2024, Board of Supervisors Meeting.
- B. Approve Regular Bill List as Follows:
 - Dated October 16, 2024, In the amount of \$112,264.75.
- C. Approve Prepaid Bill List as Follows:
 - Dated October 10, 2024, In the amount of \$8,076.08.
 - Dated October 16, 2024, In the amount of \$96,388.84.
- D. Approve Application for Payment #1 - Final to Harris Blacktopping, Inc. for 2024 Road Program in the amount of \$267,093.20.

There were no public comments.

All voted aye, motion carried 4-0.

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5. Action Items

- A. Consider a motion to approve to advertise Ordinance 2024-03 NBT Zoning Amendment.

MaryBeth McCabe motioned to table the advertisement. Seconded by Bridget Kunakorn.

There were no public comments.

All voted aye, motion carried 4-0.

- B. Consider a motion to approve Resolution 2024-15 - 4645 County Line Road - Hulton Contracting - Amended Final Approval.

Stephanie Shortall motioned to approve the Resolution. Seconded by Bridget Kunakorn.

There were no public comments.

All voted aye, motion carried 4-0.

- C. Consider a motion to approve the Website Redesign Vendor Recommendation.

Stephanie Shortall motioned to approve Catapult Web as the Website Vendor. Seconded by Bridget Kunakorn.

There were no public comments.

All voted aye, motion carried 4-0.

- D. Consider a motion to amend the conservation easement on Mill Ridge Drive.

MaryBeth McCabe motioned to approve the amendment. Seconded by Stephanie Shortall.

There were no public comments.

All voted aye, motion carried 4-0.

- E. Consider a motion to approve the addition of a plaque to the LV Softball Dugout.

MaryBeth McCabe motioned to approve the plaque. Seconded by Stephanie Shortall.

There were no public comments.

All voted aye, motion carried 4-0.

- F. Consider a motion to approve the planting of a memorial tree at North Branch Park.

MaryBeth McCabe motioned to approve the plantings. Seconded by Bridget Kunakorn.

There were no public comments.

All voted aye, motion carried 4-0.

6. Information Items

A. Departmental Reports

Dan Fox discussed the accomplishments of both the Park & Rec department as well as the Public Works department over the last month with the completion of the walking trail at North Branch Park and the Basketball Court.

Dan discussed the status of the HVAC maintenance work and said he would be updating the Board soon when a vendor is selected.

Dan discussed the status of the Zoning department and gave updates on recent applications.

Cynthia Jones asked about the status of the Open Space Plan.

MaryBeth McCabe responded that the survey results are in and are being analyzed by Township Staff and Bucks County.

Officer Ryan Lischke discussed the achievements of the Police Department over the previous month and updated the Board with current projects and events.

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B. Engineer's Report

Craig gave updates on Birch Run and Toll Brothers beginning to break ground in the Spring of 2025. He also gave updates on WB Homes and their progress through the Planning Commission.

C. Board of Supervisor's Comment

Bridget Kunakorn announced that there will be a Veteran's Day event on Veterans Day at the memorial behind the Township building.

MaryBeth McCabe thanked everyone for their kind donations for Hurricane Helene.

MaryBeth also thanked Public Works for their work on the trails and Basketball court.

Stephanie echoed the same sentiments. She also thanked Admin for organizing the Website project.

Cynthia Jones announced there will be a Ribbon Cutting for the Neshaminy Greenway Trail on November 21st at 3pm at the Coleman Property. Information will be posted on the Township website and Facebook page.

7. Public Comment

Paula Roberston – 549 Meadow Road – asked what could be done about the neighboring property removing all the mature trees buffering the two homes. She feels like now her home is exposed and when she originally purchased the property it felt like a wooded lot. She asked the Board if there were any rules regarding setbacks or buffering that could help with the privacy screening between the two properties.

8. Announcements

Canceled - Planning Commission Meeting – Tuesday October 22nd at 7pm.

New Britain Police Department 3rd Annual Safe Truck – or – Treat – Friday October 25th at 5:30pm.

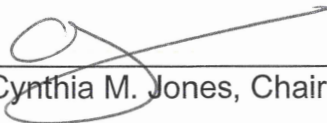
The next meeting of the Board of Supervisors of New Britain Township will take place on **Monday, November 4, 2024, 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

9. Adjournment

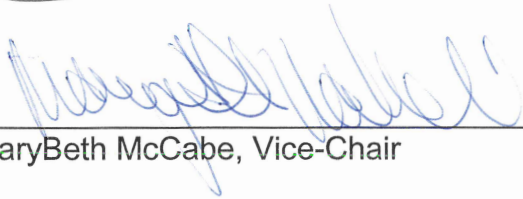
MaryBeth McCabe moved, seconded by Stephanie Shortall, to adjourn the meeting.

The Board unanimously adjourned the meeting at 7:51 pm.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS



Cynthia M. Jones, Chair




MaryBeth McCabe, Vice-Chair

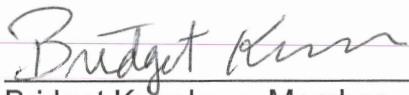
William B. Jones, III, Member

Attest: 

Dan Fox, Township Manager



Stephanie Shortall, Member



Bridget Kuhakorn, Member

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