

**BOARD OF SUPERVISORS
MEETING MINUTES
May 19, 2025**

The Board of Supervisors Meeting of New Britain Township was held on Monday, May 19, 2025, 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, Kristin Carpenter – Director of Finance, Chief Richard Clowser, 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. **Presentation/ Public Hearings/ Land Development**
 - A. Julie Davis from dunlapSLK presented the 2024 Township audit. Julie went through the report that was provided to the Board of Supervisors. She explained the different sets of financial statements within the audit and how you can derive information for each report.

5. **Motion to Consider Consent Agenda**

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

- A. Approve Minutes of April 21st, 2025, Board of Supervisors Meeting.
- B. Approve Regular Bill List as Follows:
 - Dated May 1, 2025, In the amount of \$89,172.75.
 - Dated May 15, 2025, In the amount of \$384,531.69.
- C. Approve Prepaid Bill List as Follows:
 - Dated April 23, 2025, In the amount of \$110,408.89.
 - Dated April 24, 2025, In the amount of \$25.00.
 - Dated May 1, 2025, In the amount of \$16,518.81.
 - Dated May 8, 2025, In the amount of \$20,208.84.
 - Dated May 15, 2025, In the amount of \$11,626.87.

There were no public comments.

All voted aye, motion carried 4-0.

6. Action Items

A. Consider a motion to award the Road Bid recommendation to Bray Brothers.

Bridget Kunakorn motioned award the Road Bid. Seconded by MaryBeth McCabe

No public comment.

All voted aye, motion carried 4-0.

B. Consider a motion for the appointment of a U&O inspector

Bridget Kunakorn motioned to appoint Keystone as the U&O Inspector. Seconded by MaryBeth McCabe.

Kathleen Davis, chair of the EAC, inquired about the job duties of the Township's current U&O Inspector. Dan Fox explained the roles and duties of that position and how Keystone would fill that role.

All voted aye, motion carried 4-0.

C. Consider a motion to approve Resolution 2025-05 for 140 Upper Church Road – Preliminary/Final Minor Residential Subdivision

Stephanie Shortall motioned to authorize Resolution 2025-05. Seconded by MaryBeth McCabe

No public comment.

All voted aye, Motion carried 4-0

D. Consider a motion to approve Resolution 2025-06 for 256 Ferry Road – Preliminary /Final Lot Line Change

Bridget Kunakorn motioned to approve Resolution 2025-06. Seconded by MaryBeth McCabe.

No public comment.

All voted aye, motion carried 4-0.

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7. Information Items

A. Departmental Reports

- Dan discussed that the finance documents include the monthly report and the cash receipts list. He also explained the Township's financial status regarding revenue and expenditures compared to this time, last year. He added that Kristin submitted the required report for the close out of the ARPA monies.
- Dan Fox went over the Park & Recreation report and discussed what that department has been doing. The roof of the pavilion at Highlands Park is completed.
- Dan Fox explained the Public Works report. The department has been busy with the amount of rain that there has been and checking inlets as a result.
- Chief Clowser mentioned that after Memorial Day, the Police Department will have access to the Co-Responder, Scott Marshall. The drug takeback event resulted in 276 lbs of drugs.

B. Engineer's Report.

- Craig Kennard gave an update on the May report and stated that the Planning Commission meeting is next week and there is a busy agenda. June 2nd will be a Conditional Use hearing with the Board of Supervisors.

MaryBeth McCabe asked about the status of Keller Road Bridge.

Dan Fox explained how we have been approved for all permits, however the Township has been delayed due to recent weather conditions.

C. Board of Supervisor's Comment

- MaryBeth McCabe had a very good experience at PSATS. She discussed Open Space and how she would like to make more efforts to preserve and conserve property. MaryBeth would like to adjust the current EAC statute to include the Open Space provisions.

The Board was in agreement for the Solicitor to draft an EAC/Open Space Ordinance for review.

- Bridget Kunakorn talked about Veterans Bingo and how successful it was. She discussed the upcoming Memorial Day holiday and expressed gratitude and appreciation for those who served. She mentioned that in 2026, it will be the 250th anniversary of the U.S. She feels it would be a good idea to celebrate that in some way, potentially renaming the Coleman Property as a tribute.
- Cynthia Jones wished the Township a happy Memorial Day and to attend the parade in Doylestown.

8. Public Comment

- Kathleen Davis, chair of the EAC, discussed the recent progress and feedback of the demonstration pollinator garden at North Branch Park. She also mentioned that they had a very successful rain barrel event.

9. Announcements

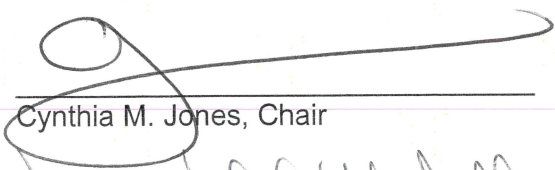
Cancelled - Park & Recreation Commission Meeting – Tuesday, May 20th at 7pm.
 Cancelled - Veterans Committee Meeting – Wednesday, May 21st at 6pm.
 Township Building Closing Early at 1pm –Friday, May 23rd.
 Township Building Closed – Memorial Day – Monday, May 26th.
 Planning Commission Meeting – Tuesday, May 27th at 7pm.
 Community E-Recycle & Shredding Event – Township Parking Lot – Saturday, May 31st at 9am.

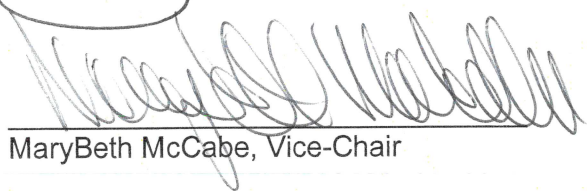
The Next Meeting of the Board of Supervisors of New Britain Township will take place on **Monday, June 2nd, 2025, 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA. The meeting on June 2nd, 2025, will be a Conditional Use Hearing and will address any other Township business.

10. Adjournment

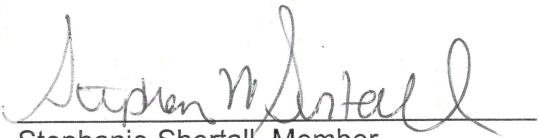
Stephanie Shortall moved, seconded by Bridget Kunakorn, to adjourn the meeting.

The Board unanimously adjourned the meeting at 7:50 pm.

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:


 Dan Fox, Township Manager