

**BOARD OF SUPERVISORS  
MEETING MINUTES  
June 16, 2025**

The Board of Supervisors Meeting of New Britain Township was held on Monday, June 16, 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, 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 on June 4<sup>th</sup> as well as prior to this meeting, to discuss personnel matters and litigation items.
4. **Presentation/ Public Hearings/ Land Development**
  - A. **Appointment and Administration of Oath of Office for Entry Level Police Officer**  
Stephanie Shortall motioned to follow Chief Clowser's recommendation to swear in Officer Weilandics. Seconded by Bridget Kunakorn.  
  
All voted aye, motion carried 4-0.  
  
MDJ Regina Armitage administered the Oath of Office with Officer Weilandics, swearing him in as an Entry level Police Officer to the New Britain Township Police Department.
  - B. **Presentation of Officer Citation of Commendations**  
Chief Clowser presented a Citation of Commendation to Corporal, Detective Shawn Maguire for his outstanding detective work on recent cases.

**5. Motion to Consider Consent Agenda**

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

- A. Approve Minutes of May 19<sup>th</sup>, 2025, Board of Supervisors Meeting.
- B. Approve Regular Bill List as Follows:
  - Dated May 29, 2025, In the amount of \$31,555.93
  - Dated June 12, 2025, In the amount of \$18,124.76
- C. Approve Prepaid Bill List as Follows:
  - Dated May 22, 2025, In the amount of \$166,301.07
  - Dated May 29, 2025, In the amount of \$12,794.69
  - Dated June 5, 2025, In the amount of \$10,170.90
  - Dated June 12, 2025, In the amount of \$8,260.70

There were no public comments.

All voted aye, motion carried 4-0.

## 6. Action Items

### A. Consider a motion to advertise Ordinance 2025-01 NBT Zoning and SALDO Amendments

MaryBeth McCabe motioned advertise the Ordinances. Seconded by Stephanie Shortall.

Kathleen Davis, chair of the EAC, asked if the Tree list provided by the EAC would be included.

Craig Kennard confirmed that it would be.

All voted aye, motion carried 4-0.

### B. Consider a motion to advertise Ordinance 2025-02 Responsible Contractor Ordinance

MaryBeth McCabe motioned to advertise Ordinance 2025-02 Responsible Contractor Ordinance Seconded by Bridget Kunakorn.

Stephanie Shortall spoke in opposition to the proposed ordinance noting concerns about preventing local businesses from qualifying to bid and lack of assurance that requirements of the ordinance actually produce higher quality contractors.

No public comment.

Cynthia Jones, MaryBeth McCabe and Bridget Kunakorn voted in favor. Stephanie Shortall voted against the motion.

Motion carried 3-1.

## 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 revenues, specifically the collected Real Estate tax, and expenditures compared to this time, last year.
- Dan Fox went over the Park & Recreation report and discussed what that department has been completing. Due to the significant amount of rain this season, the crew has been busy cutting grass and maintaining the parks.

- Dan Fox explained the Public Works report. The department has been busy with work to Keller Road bridge.
- Chief Clowser mentioned the upcoming event, "Coffee with a Cop" at Bagel Barn and encouraged the public to come out.

#### B. Engineer's Report.

- Craig Kennard gave an update on the June report and stated that the Planning Commission meeting is next week and there are 3 applications. Spotless Car Wash, Tractor Supply (241 W Butler Ave), and a minor subdivision at 65 Newville Road. July 7th will be a Conditional Use hearing with the Board of Supervisors to discuss the Tractor Supply application.

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

- Bridget Kunakorn commented on being more vigilant and safer now that school is out.
- MaryBeth McCabe congratulated the Chief and the entire Police force.
- Stephanie Shortall brought awareness to an upcoming House Bill which deals with EMS reimbursements.
- Cynthia Jones brought awareness to the new cell phone law that recently passed and to please be safe while driving.

#### 8. Public Comment

- Lucy Jones, 373 Creek Road, discussed the Women's Farm and Garden Group and that they are selling native plants and if interested to inquire with her.
- Kathleen Davis inquired about the status of the EAC ordinance.

#### 9. Announcements

Park & Recreation Commission Meeting – Tuesday, June 17<sup>th</sup> at 7pm.  
 Veterans Committee Meeting – Wednesday, June 18<sup>th</sup> at 6pm.  
 Township Building Closed at Noon – Friday, June 20<sup>th</sup>.  
 Planning Commission Meeting – Tuesday June 24<sup>th</sup> at 7pm.  
 Zoning Hearing Board Meeting – Thursday June 26<sup>th</sup> at 7pm.  
 Cancelled - Environmental Advisory Council Meeting – Wednesday July 2<sup>nd</sup> at 7pm.  
 Tri-Municipal Annual 4<sup>th</sup> of July Parade – Friday July 4<sup>th</sup> at 9am.  
 Township Building Closed – Friday July 4<sup>th</sup>.

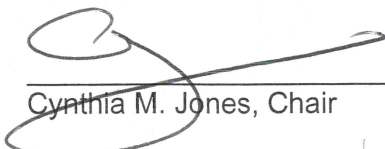
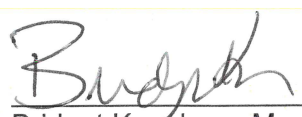
The Next Meeting of the Board of Supervisors of New Britain Township will take place on **Monday, July 7<sup>th</sup>, 2025, 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

#### 10. Adjournment

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

The Board unanimously adjourned the meeting at 7:52 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, MemberAttest: 

Dan Fox, Township Manager

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