

**BOARD OF SUPERVISORS
MEETING MINUTES
September 14, 2026**

The Board of Supervisors Meeting of New Britain Township was held on Monday, September 14, 2026, at the Township Building, 207 Park Avenue, Chalfont, PA beginning at 7:00pm.

Present were Supervisors: Cynthia Jones – Chair, Bridget Kunakorn – Vice-Chair, Bill Jones and Stephanie Shortall. Also present were Nick Valla – Township Manager, Alexandria Mullin – Assistant Township Manager, Justin Roberts - Township Solicitor, Craig Kennard – Township Engineer, and Sergeant Gonzalez.

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.
4. **Presentations/Public Hearings/Land Development**
 - A. Community Member Recognition
 - This presentation was rescheduled to the October 19th Board of Supervisors meeting.
 - B. Community Internship Program / Junior Township Supervisor Program
 - Will Melvin (ELA Teacher and Program Director) and Jenn Opdyke (House Principal, Class of 2027) presented the internship program, whose mission is to empower the next generation of community leaders. Students set goals and meet their mentor at orientation, job shadow early on, and complete projects and an action research project that leads into a culminating Capstone. They commit at least two days and 4.5 to 6 hours per week, and they document their work through signed-off time sheets, a daily journal, and site visits. Mentors are asked to obtain clearances, guide the student's goals and projects, communicate with the Program Director, and complete two student evaluations. Kaylie Bonsall, current student of Central Bucks South, will take part in the program as a student intern with the township, where she will set goals with her mentor, Township Manager Nick Valla, and work on projects that build toward her Capstone.
 - C. DART 25th Anniversary Proclamation
 - Supervisor Bridget Kunakorn read aloud, to those who were assembled, the proclamation recognizing the 25th anniversary of DART. No representative of DART was present to accept the proclamation.

5. Motion to Consider Consent Agenda

Bill Jones moved, seconded by Bridget Kunakorn, to approve the Consent Agenda:

- A. Approve Minutes of August 17, 2026, Board of Supervisors Meeting.
- B. Approve Regular Bill List dated September 10, 2026, for a total amount of \$146,762.02
- C. Approve Prepaid Bill Lists dated August 20, 2026; August 27, 2026; September 3, 2026; and September 10, 2026, for a total amount of \$253,468.86.
- D. Approve Resolution #2026-10 updating Township Secretary, Zoning Officer, and Fire Marshal appointments.

There were no public comments.

All voted aye, motion carried 4-0.

6. Action Items

- A.** Consider a motion to adopt Resolution #2026-11 appointing Kaylie Bonsall as Junior Township Supervisor.

Stephanie Shortall moved to adopt Resolution #2026-11. Seconded by Bridget Kunakorn.

No public comment.

All voted aye, motion carried 4-0.

- B.** Consider a motion to certify the 2027 Minimum Municipal Obligation (MMO) and revised 2026 MMO to the Township Non-Uniform and Township Police Pension Plans.

Bill Jones moved to certify the 2027 MMO and revised 2026 MMO. Seconded by Bridget Kunakorn.

No public comment.

All voted aye, motion carried 4-0.

- C.** Consider a motion to adopt Resolution #2026-12 adopting the updated Bucks County Hazard Mitigation Plan.

Stephanie Shortall moved to adopt Resolution #2026-12. Seconded by Bridget Kunakorn.

No public comment.

All voted aye, motion carried 4-0.

- D.** Approve purchase of new Township Building sign from KC Signs for \$46,690.00.

Bill Jones moved to approve the purchase. Seconded by Stephanie Shortall.

Carol Weston-Young asked where the sign would be located. Alex Mullin explained it would be taking the place of the current Township sign.

All voted aye, motion carried 4-0.

- E.** Consider a motion to authorize advertisement of an ordinance to increase the maximum real estate tax millage rates for the purposes of Fire Protection and Emergency Medical Services.

Bill Jones moved to authorize an advertisement. Seconded by Bridget Kunakorn.

Nick Valla provided an overview of Act 54 of 2024 and its impact on the Township's authority to levy Real Estate Taxes for fire protection and ambulance and rescue services. He explained that the Second-Class Township Code currently limits the Township to 3.00 mills for fire protection and 0.50 mills for ambulance and rescue services, with the Township currently levying 1.25 mills and 0.50 mills, respectively. Nick Valla noted that Act 54 permits the Township to adopt an ordinance allowing increased levies of up to 10.00 mills for fire protection and 5.00 mills for ambulance and rescue services, with annual rates continuing to be established by resolution of the Board of Supervisors. He explained that the Township is currently at the statutory maximum for ambulance and rescue services and cannot generate additional revenue for that purpose without utilizing the new authority. No changes to the 2027 tax rates were proposed at this time; however, adopting the ordinance would preserve the Township's ability to consider increased levies in the future.

Rob Livesay, Dorothy Lane, stated that he was concerned this motion ensured a tax increase. Nick Valla explained that it allows the opportunity for it, but nothing has occurred yet.

All voted aye, motion carried 4-0.

F. Consider a motion to award Bucks County Consortium Salt Bid to Riverside Construction.

Bridget Kunakorn moved to award the Salt Bid to Riverside Construction. Seconded by Stephanie Shortall.

No public comment.

All voted aye, motion carried 4-0.

G. Consider a motion to authorize application to the PA Bird Town Mini-Grant Program.

Bill Jones moved to authorize the PA Bird Town Mini-Grant application. Seconded by Bridget Kunakorn.

Carol Weston-Young, member of the EAC, explained the grant in detail and next steps.

All voted aye, motion carried 4-0.

7. Information Items

A. Departmental Reports

- Township Manager, Nick Valla provided an update on Public Works activities, including the ongoing Road Program throughout the Township.
- Township Manager, Nick Valla provided an update on Parks & Recreation activities, including ongoing park maintenance, preparation of the ball fields for fall leagues, the preparation for the upcoming Fall Festival, and the pavilion project at North Branch Park.
- Sergeant Gonzalez provided an update on the Police Department and the upcoming events. He also stated that the Polish Festival, the weekend prior, was a successful event.

B. Engineer's Report

- Craig Kennard provided updates on active land development applications, engineering reviews, and ongoing Township infrastructure projects. He reviewed the status of projects currently under Township consideration and reported on various engineering matters. Craig also provided an update on MS4 projects and the annual permit for the Township. The Board received the report.
 - Carol Weston-Young inquired as to where the Pine Run trail head is located.
 - Kathleen Davis wanted to inform the Board and Craig that she and other volunteers had planted about 8 trees in that location and to be mindful of those while planning the repair.

C. Board of Supervisor's Comment

- Bridget Kunakorn thanked the Police and Public Works department, commented on how great the Polish Festival was and encouraged all to attend the upcoming Fall Festival.
- Bill Jones promoted the Fall Festival and hoped to see everyone there.
- Stephanie Shortall encouraged everyone to attend the upcoming Fall Festival and thanked the staff for their continuous hard work.
- Cynthia Jones gave a thanks for all staff and proposed that one of Kaylie Bonsall's first tasks, as junior Township Supervisor, would be to propose a new name for the Coleman property.

8. Announcements

Parks & Recreation Commission Meeting – Tuesday, September 15, at 7 PM.

Veterans Committee Meeting – Wednesday, September 16, at 6 PM.

Zoning Hearing Board Meeting – Thursday, September 17, at 7 PM.

Fall Festival – Saturday, September 19, 10 AM – 3 PM at North Branch Park.

Budget Workshop Meeting – Tuesday, September 22, at 8:30 AM.

Planning Commission Meeting – Tuesday, September 22, at 7 PM.

Cancelled Board of Supervisors Meeting – Monday, September 28, at 7 PM.

Movie Night at North Branch Park – Saturday, October 3 at 6:30 PM.

Board of Supervisors Meeting – Monday, October 5, at 7 PM.

Environmental Advisory Council Meeting – Wednesday, October 7 at 7 PM.

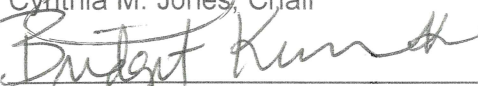
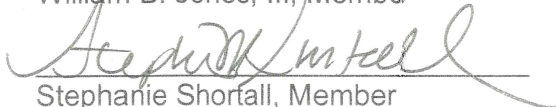
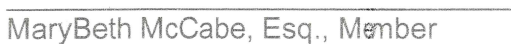
The next meeting of the Board of Supervisors of New Britain Township will take place on **Monday, October 5th, 2026, at 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

9. Adjournment

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

The Board unanimously adjourned the meeting at 8:01 pm.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS


Cynthia M. Jones, Chair
Bridget Kumakorn, Vice-Chair
William B. Jones, III, Member
Stephanie Shortall, Member
MaryBeth McCabe, Esq., Member

Attest:


Nick Valla, Township Manager