BOARD OF SUPERVISORS
MEETING MINUTES
October 19, 2026

The Board of Supervisors Meeting of New Britain Township was held on Monday, October 19, 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 MaryBeth McCabe, and Stephanie Shortall. Also present were Nick Valla – Township Manager, Alexandria Mullin – Assistant Township Manager, Alex Nagy – Director of Finance, Scott Holbert - Township Solicitor, Craig Kennard – Township Engineer, Chief Clowser, and Kaylie Bonsall – Junior Township Supervisor.

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 October 5, 2026, and before this meeting.

4. **Presentations/Public Hearings/Land Development**

   A. Community Member Recognition – Mike Heffron

   Chief Cliff Mungavin of Chal-Brit EMS recognized township resident Mike Heffron, who received the Pennsylvania EMS Stars of Life Award at the 19th Annual Stars of Life Banquet in Pittsburgh on September 13. The award honors exceptional dedication, leadership and service to EMS.

   Chief Mungavin noted Mr. Heffron's service in the U.S. Air Force during the Vietnam War and his EMS career of more than 30 years. Highlights included serving as chief of the Chalfont Fire Company Ambulance, helping create Chal-Brit Regional EMS, founding and serving as first president of the Bucks County Squad Chiefs Association, presiding over the Bucks County Emergency Health Services Council, and chairing the Pennsylvania Fire and EMS Institute. Over the past year he has represented New Britain Township on the EMS Board of Directors, where he was recently elected Vice Chair.

   Mr. Heffron thanked the Board and said serving the community through EMS has always been his passion. The Board thanked him for his service as the Township's EMS representative.

5. **Motion to Consider Consent Agenda**

   Bill Jones moved, seconded by MaryBeth McCabe, to approve the Consent Agenda:

   - Approve Minutes of October 5, 2026, Board of Supervisors Meeting.
   - Approve Regular Bill List dated October 20, 2026, for a total amount of $116,961.32.
   - Approve Prepaid Bill lists dated October 8, 2026; and October 15, 2026, for a total amount of $107,253.89.

- Approve Payment Certificate #1 (Final) to James D. Morrissey, Inc., for the 2026 Road Program in the amount of $527,734.79.

There were no public comments.

All voted aye, motion carried 5-0.

6. Action Items

A. Chal-Brit EMS Update

Chief Mungavin and Mike Heffron presented a draft of Chal-Brit EMS's proposed 2027 budget. The budget assumes no further changes to dispatch territories and reflects the loss of contributions from Chalfont Borough and New Britain Borough. Projected 2027 operating revenue is about $2.14 million, including roughly $1.7 million in insurance billing collections. Expenses are projected at about $2.24 million, a shortfall of about $199,563 before depreciation and about $408,577 with depreciation.

Chal-Brit EMS budgets conservatively (worst case) each year because insurance collections and call volume are unpredictable. It expects to finish 2026 with a positive balance.

Chal-Brit EMS bills about $4 million a year but collects about $1.7 million, due to contractual allowances and insurers mailing payments to patients. Staff offered to give its ambulance billing presentation to the Board or post it online.

The budget includes no ambulance replacement plan; replacement is not expected for 4½–5 years. An optional capital wish list of about $99,000 (vehicle, furniture, two CPR devices, two cardiac monitors) will be pursued largely through grants.
A proposal meeting with Hilltown Township is scheduled for Monday, October 26.

Chal-Brit EMS asked the Township to increase its 2027 support from about $111,513 (0.5 mill) to about $183,000 (1 mill), plus Local Services Tax (LST) of about $50,000, for a total of about $233,767.

The printed copies differed slightly from the figures presented. Chal-Brit EMS will email the current document to the Township Manager for distribution to the Board. No action was taken.

B. Consider a motion to enact Ordinance #2026-05 increasing the maximum Real Estate Tax millage rates for the purpose of Fire Protection and Emergency Medical Services.

Nick Valla, Township Manager, explained that a recent change in state law allows qualifying townships, including New Britain Township, to raise the maximum millage under the Second-Class Township Code for Ambulance and Rescue from 0.5 to 5 mills and for fire from 3 to 10 mills. The Township is currently at the 0.5-mill EMS maximum and just under halfway to the fire maximum. Enacting the ordinance does not raise taxes; actual rates would still be set annually by resolution with the budget.

170231

MaryBeth McCabe moved to enact Ordinance #2026-05. Seconded by Stephanie Shortall.

No public comment.

All voted aye, motion carried 5-0.

C. Consider a motion to authorize advertisement of an ordinance updating parking enforcement regulations.

MaryBeth McCabe moved to authorize the advertisement. Seconded by Bill Jones.

No public comment.

All voted aye, motion carried 5-0.

D. Consider a motion to authorize the Township Manager to execute an agreement with Millennium Strategies for grant research and writing services.

Cynthia Jones proposed tabling the item until the budget is adopted or early 2027. Supervisor Stephanie Shortall asked that staff evaluate more than one proposal before any grant-writing contract is considered.

MaryBeth McCabe moved to table this action item. Seconded by Stephanie Shortall

No public comment.

All voted aye, motion carried 5-0.

E. Budget Discussion

Cynthia Jones opened the 2027 budget workshop by noting that the draft is a work in progress and that no decisions were required at this meeting. Township Manager Nick Valla and Finance Director Alex Nagy presented a first draft prepared with no tax increase to show the cost of maintaining current services. The full line-item budget is in the online meeting packet, and the presentation will be posted on the Finance Department webpage. Nick Valla reviewed reductions to the capital plan made after the September workshop, including funding to design the new police facility. He also reviewed format changes, including a new standalone Ambulance and Rescue Fund.

Alex Nagy reviewed revenues across all funds, led by the Earned Income Tax (EIT) and Real Estate Tax, and then reviewed each fund. He noted that the Liquid Fuels, Capital Improvements and Fire funds are not sustainable at current levels. The General Fund shows a projected 2027 deficit of about $964,500, larger than in 2026, driven by lower transfer tax and EIT revenue and higher police salaries, health insurance and other costs. Nick Valla noted that balancing the budget without any service cuts would require a Real Estate Tax increase of 13.75 mills across all funds. He recommended a 6.25-mill increase across all funds, about $19 per month for the average household, along with expenditure cuts. The recommendation does not include Chal-Brit EMS's funding request. He also suggested moving all Local Services Tax (LST) revenue to the General Fund and exploring the use of open space EIT for property maintenance or a one-year moratorium. He listed longer-term options, including an EIT referendum, a stormwater fee and

regionalization. The Board asked questions about the EIT projection, the open space fund and maintenance of the Coleman property, and Nick Valla agreed to follow up with Keystone on EIT collections.

John Granger (former interim manager), suggested tracking new-construction versus resale transfer taxes historically. He said Keystone may be collecting EIT from only about 60% of residents in some apartment complexes, estimated up to $125,000 may be going uncollected, and suggested a program, such as rental registration, to notify new renters to update their employer's tax code. He also urged the Township to develop a multi-year (three-year) program budget with goals, objectives and performance measures, including operating costs for a new police building; the Manager agreed this is a good long-term step. Mr. Granger further suggested suspending or reducing the open space EIT and shifting an equal amount to real estate tax to fund debt service for a new police building at no net cost to homeowners. The Chair thanked him and noted the referendum and statute restrict open space funds.

Kathleen Hillen asked how new Birch Run homes are assessed. Staff explained that Bucks County applies a common level ratio of about 17.86 because there has been no reassessment in about 60 years; only the County Commissioners can order a reassessment.

Deborah Rendon asked about the average cost of open space. The Township Engineer said recent conservation easements averaged $12,000–$15,000 per acre. She supported reducing open space revenue and said administrative staff should receive the same annual increase as the police.

Kathleen Davis, EAC and Open Space Committee member, opposed reducing the open space tax. She said the EAC's list of 10–12 priority properties and resident survey show strong support for preservation, which also reduces stormwater costs. The Chair said the Township is actively reaching out to those owners, but preservation depends on willing sellers.

Dan Smith raised concerns about the Birch Run townhouses and lighting glare. He was directed to submit a service request on the Township website or call the office.

Mike Heffron, former firefighter, recalled that the fire tax referendum passed with about 76% support and said residents support taxes when they know how the money is spent.

Carla Reyes, lifelong resident, objected to three-story development at Birch Run overlooking single-family homes and asked about privacy screening. Scott Holbert explained the Township can regulate but not prohibit lawful development. Craig Kennard noted the 75-foot buffer negotiated with Toll Brothers (versus a typical 25 feet), that the Board denied a height variance, and that required plantings have not yet been installed.

No action was taken.

7. Information Items

- Department Reports
  - The Building & Zoning, Finance, Public Works and Parks & Recreation reports were presented as read-only items.

170231

- Chief Clowser announced Drug Take Back Day on Saturday from 10:00 a.m. to 2:00 p.m. at police headquarters and Giant, and a trunk-or-treat on October 30 at New Seasons New Britain from 5:30 to 7:30 p.m. Several vehicles were broken into and one was stolen over the weekend; residents should lock vehicles and remove keys and valuables.

- Engineer's Report
  - The Planning Commission reviewed the draft data center ordinance and recommended it for Board review in November. It goes next to the Environmental Advisory Council in early November and will be posted on the Township website. Chair Cynthia Jones asked the Solicitor and Engineer to confirm the definition covers Bitcoin mining facilities; they will review it.
- Board of Supervisor's Comment
  - Supervisors Shortall, Jones, Kunakorn and McCabe deferred comments given the hour.
  - Cynthia Jones reported on the dedication of the Creek Road county bridge to Specialist Ronald Anthony Longfellow under the Bucks County Vietnam Veterans Memorial Bridge program; video is on the Bucks County website.
  - The Board agreed that staff will present an updated budget at the November 2 meeting, incorporating supervisors' individual feedback on cost savings, before the final budget is presented for advertisement.

8. Public Comment on Non-Agenda Items

- Chuck Greway hand-delivered written public comments and requests for clarification on the proposed data center ordinance, prepared by resident Kevin Myers. The written comments were not read aloud.

9. Announcements

Parks & Recreation Commission Meeting – Tuesday, October 20, at 7 PM.
Veterans Committee Meeting – Wednesday, October 21, at 6 PM.
Planning Commission Meeting –Tuesday, October 27, at 7 PM.
Board of Supervisors Meeting – Monday, November 2, at 7 PM.
Election Day – Tuesday, November 3.
Environmental Advisory Council Meeting – Wednesday, November 4, at 7 PM.
Veterans Day – Wednesday, November 11 (offices closed).
Veterans Day Ceremony– North Branch Park – Wednesday, November 11 at 11 AM.
Board of Supervisors Meeting – Monday, November 16, at 7 PM.

The next meeting of the Board of Supervisors of New Britain Township will take place on **Monday, November 2, 2026, at 7:00 p.m.** at the New Britain Township Building, 207 Park Avenue, Chalfont, PA.

10. Adjournment

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

The Board unanimously adjourned the meeting at 9:23 pm.

NEW BRITAIN TOWNSHIP BOARD OF SUPERVISORS

Cynthia M. Jones, Chair

Bridget Kunakorn, Vice-Chair

William B. Jones, III, Member

MaryBeth McCabe, Esq., Member

Stephanie Shortall, Member

Attest: _____
Nick Valla, Township Manager

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