

A G E N D A

Working together to ensure a safe, inclusive, informed, and thriving community.

Newtown Borough, PA
Council Meeting Agenda
October 15, 2025, 7:00 P.M.
Chancellor Center

PLEASE TURN OFF CELL PHONES DURING MEETING

Visitors are given the opportunity to speak at the beginning and at the end of each Council Meeting, as well as prior to a vote on any action by Council. Per Borough policy POL-004, adopted 9/9/2020, a member of the public wishing to address the Council should:

- For the record, state your name and whether you are a Newtown Borough resident
- Address your comments to the Presiding Officer
- Limit your comments to five (5) minutes
- Demonstrate mutual respect and decorum - your comments are part of the public record
- Be advised that all meetings are recorded

Call to Order _____ P.M.

Pledge of Allegiance

Public to be Heard – Please Sign In

Certificates of Appropriateness – Kris Bauman

❖ Follow the recommendations of the Historic Architectural Review Board and direct the President of Council to sign the following Certificates of Appropriateness, thereby approving the historical appropriateness of the applications, with final approval by the Code Enforcement Officer.

COA 2025-034, Applicant: Don Marshall, 221 S. Chancellor Street, residence

The applicant is seeking a Certificate of Appropriateness for the replacement of the existing front porch roof.

HARB recommended approval of the application as submitted.

COA 2025-035, Applicant: Joseph White, 220 E. Washington Avenue, residence

The applicant is seeking a Certificate of Appropriateness for the installation of a new 4-foot wrought iron fence with iron posts at the corners and 3 gates.

HARB recommended approval of the application as submitted.

COA 2025-038, Applicant: Alejandra Alvarez, 154 N. Congress Street, Alvarez residence

The applicant is seeking a Certificate of Appropriateness to relocate the front door and construct new steps to the door.

HARB recommended to approve moving the side door to front with the following changes: the door will be wood with the lower section paneled and the upper section with a single or multiple (2 or 4) lights, the door casing will be 5/4, the steps will have a concrete base topped with flag stone, blue or slate and the existing door opening will be infilled with a window that matches the window in the same section and the rest of the opening will be enclosed with the siding previously approved.

COA 2025-039, Applicant: Frank Pasquale, 203 Washington Avenue, Pasquale residence

The applicant is seeking a Certificate of Appropriateness to replace the garage roof.

HARB recommended approval of the application as submitted.

COA 2025-024, Applicant: Laura Shepherd, 501 Washington Avenue, Shepherd residence

The applicant is seeking a Certificate of Appropriateness to replace porch roofs.

HARB recommended approving the replacement of the porch roof with the following recommendations: the existing overhang, crown molding and built-in gutter system will be restored. This will include restoring the original drainage system by inserting tapered pieces to guide water to interior downspouts, lining the gutters with membrane or soft copper, and adding a 1" copper drip edge. The new standing seam metal roof will have seams no higher than 1". Where the metal roof meets the stone, the receptor will be covered with another piece of metal and will maintain the shadow lines of the standing seams. At the hip of the roof, a u-shaped slip joint should be installed that has the same look and height as the other standing seams.

❖ Follow the recommendation of the Historic Architectural Review Board and deny the following Certificate of Appropriateness.

COA 2025-029, Applicant: Kevin Buckthorpe, 105 E. Centre Avenue, Buckthorpe residence

HARB made a recommendation to deny the application as presented with the recommendation that the original wood siding be restored.

Fire Report – Chief Forsyth

Mayor’s Report – John Burke

Solicitor’s Report – Greg Heleniak

Manager’s Report – Craig Totaro

President’s Report – Emily Heinz

Topics Advanced from previous meetings

- ❖ Approve an escrow release in the amount of \$6,260 to Newtown Friends Meeting after all outstanding invoices have been paid.
- ❖ Approve a change to the plans of Court & State Street LLC, allowing the elimination of an ornamental wrought iron fence on top of the brick wall.
- ❖ Adopt Resolution 10-15-2025A, amending the fee schedule for food trucks.
- ❖ Adopt Resolution 10-15-2025B, authorizing the Borough Manager to apply for a PECO Green Region Grant.
- ❖ Adopt Resolution 10-15-2025C, approving a promotional banner on Washington Avenue for the Thanksgiving Day Turkey Trot 5K in honor of Officer Brian S. Gregg.
- ❖ Authorize a Decorative Pole and Banner Agreement with The Newtown Experience Group.
- ❖ Waive parking time limit restrictions in the business district on Thursdays through Sundays from Friday, November 28th through Wednesday, December 31st; waiver does not include the 30-minute parking spaces.
- ❖ Approve the change in sidewalk material to brick pavers as approved for the driveway at 35 S. Chancellor Street.
- ❖ Approve alcoholic beverage permit for the Borough Lot at 23 North State Street by NR2F1 Foundation on 10/18/2025 from 10:00am to 1:00 pm.

Approval of Minutes

- ❖ Approve September 16, 2025 Council Meeting minutes.

Budget & Finance –Emily Heinz, Gail Foley, & Julia Woldorf

❖ Accept, subject to audit, the Consolidated Expenditure Report for the month of September totaling \$295,561.25.

Personnel/Committees of Council Appointments – Gina Tognini

- Committees of Council Vacancies
 - Civil Service Commission – Recording Secretary
 - Human Relations Commission – 3 Members
 - Newtown Bucks County Jt. Municipal Authority – 1 Member
- ❖ Approve the appointment of _____ to the *Newtown Bucks County Joint Municipal Authority* for the remainder of a five-year term through December 31, 2026. ‘

Old Business

Announcements

Public to be Heard

Motion to Adjourn