

Council Work Session  
June 4, 2025  
Borough Hall

The regular monthly Work Session of Newtown Borough Council was called to order at 5:35 P.M. on Wednesday, June 4, 2025. President Heinz asked those in attendance to join her in a moment of silence in honor of deceased DCNR Park Ranger Alec Campbell and the first responders on the Tyler Park search team, followed by the Pledge of Allegiance.

Present: Councilors Heinz, Bauman, Foley, Phillips, Tognini, Woldorf; Mayor Burke; Solicitor Heleniak; Engineer Fountain; Manager Totaro; Fire Chief Forsyth  
Absent: Chief Sabath

President Heinz announced that an Executive Session preceded the meeting to discuss real estate.

**Public to be Heard** - none

### **Engineer's Report – Michele Fountain**

- ❖ A motion was duly made by Councilor Woldorf, seconded by Councilor Foley, and passed unanimously, to award the Frost Lane Sidewalk and Bicycle Sharrow Improvement Project to T. Schiefer Contractors, Inc., in the amount of \$178,203.

Engineer Fountain reported that the project cost is less than the grant amount of \$192,594 which has a 30% municipal match; engineering and consultant fees can apply towards the match.

### **Certificates of Appropriateness – Kris Bauman**

- ❖ A motion was duly made by Councilor Bauman, and failed to due to the lack of a second, to approve the brick and stone materials to be used in the circular brick area and walkway of the Newtown Historic Association Garden, Applicant Barry Fleck, COA 2025-003.
- ❖ A motion was duly made by Councilor Phillips, and failed to due to the lack of a second, to table the approval of brick and stone materials to be used in the circular brick area and walkway of the Newtown Historic Association Garden, Applicant Barry Fleck, COA 2025-003.

Councilor Tognini shared that the Newtown Historic Association Board, in a 10-3 vote, disapproved of the garden plan as presented to HARB and Borough Council, particularly the phase of the project which includes the circular brick area.

❖ A motion was duly made by Councilor Bauman, seconded by Councilor Phillips, and passed unanimously, to 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 2025-019, Applicant: Friends Village, 50 S. Congress Street**

The applicant was seeking a Certificate of Appropriateness for the placement of equipment related to a new HVAC system: removal of existing chiller, placement of new generator, and removal of old generator.

*HARB recommended approval of the application as submitted.*

**COA 2025-018, Applicant: Steve Bohn, 401 S. State Street, Anthony Petsis & Associates, Inc.**

The applicant was seeking a Certificate of Appropriateness for the construction of a rear addition.

*HARB recommend approval of the application as submitted, noting that the cap on the standing seam roof will be a slip cap that would go over top of the two metal pieces of roofing, turned up at the peak, as opposed to a commercially available ridge, and the gutters will be 1/2 round to match the rest of the house with plain round downspouts.*

**COA 2025-016A, Applicant: Built 2 Last Contracting, 50 S. Congress Street, Friends Village**

The applicant was seeking a Certificate of Appropriateness for the replacement of the roof.

*HARB recommended approval of the application for replacement of the roofing around the dormer as submitted.*

❖ A motion was duly made by Councilor Bauman, seconded by Councilor Phillips, and passed unanimously, to follow the recommendation of the Historic Architectural Review Board and deny the following Certificate of Appropriateness.

**COA 2025-016B, Applicant: Built 2 Last Contracting, 50 S. Congress Street, Friends Village**

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

*HARB recommended denial of the application to remove the eyebrow dormer, with the recommendation to refurbish in place; and to recommend denial of the application to replace the chimney flashing with aluminum, with the recommendation for replacement with copper.*

❖ A motion was duly made by Councilor Bauman, seconded by Councilor Phillips, and passed unanimously, to follow the recommendation of the Historic Architectural Review Board and deny the following Certificate of Appropriateness.

**COA 2025-020, Applicant: Michael Girard, Luce Architects, 194 N. Chancellor Street, Kelly residence**

The applicant is seeking a Certificate of Appropriateness for the replacement of an existing twin window with a new triple window with matching wood trim.

*HARB recommended denial of the application as submitted, with the recommendation that the windows are not removed, but repaired as needed.*

Councilor Bauman stated that the window was removed and replaced prior to HARB's review.

Ian Kelly, Property Owner, shared his appreciation for historic structures. He stated that, after purchasing the property without an inspection, he encountered knobs and tube wiring and an unrepairable window without wavy glass when removing a plaster wall.

Michael Girard, Architect, and Mr. Kelly did not believe the window to be historically accurate. Mr. Kelly said he didn't realize that the side of the building, where the windows in question were replaced, was within HARB's purview.

Councilor Bauman reported that this section of the home was an addition but still deemed historic; he advised the applicant to contact the HARB Administrator/Zoning & Code Enforcement Officer for further direction.

Tom Kelly, Contractor, stated that glass slipped out of the sash in one window as it fell apart; they discarded the second window once their work passed inspection; he noted the cost for each Marvin all-wood window.

**Fire Report – Chief Forsyth**

Chief Forsyth reported 26 service calls and 25 safety inspections in Newtown Borough during the month of May; he shared the monthly activities of his department that included ALICE drills, additional training, and the recovery of the deceased DCNR Employee Alec Campbell in Tyler Park.

**Mayor's Report – John Burke**

Mayor Burke announced the following special event which will be voted on in July:

- Newtown Library Company 5K on Market Day, Saturday, October 4<sup>th</sup>, 8:30-10:00 A.M. beginning and ending at 114 Centre Ave., along a designated race route. No rain date.

Mayor Burke reminded everyone of the upcoming special events as follows:

- Baseball game, dedicated to veterans and local first responders, sponsored by the Newtown American Legion Patriots Baseball Team, including food trucks at Pickering Field, on Wednesday, June 11<sup>th</sup>, 5:30-8:00 P.M. No rain date.
- Movies in the Park, sponsored by the Recreation Board at Linton Memorial Park, Wednesdays June 18<sup>th</sup>, June 25<sup>th</sup>, and July 9<sup>th</sup> with rain dates on June 19<sup>th</sup>, June 26<sup>th</sup>, and July 10<sup>th</sup>. 7:00 – 10:00 P.M.

President Heinz announced this year's movie selection which includes Mufasa, Tarzan, and Dirty Dancing.

Mayor Burke announced that the 5<sup>th</sup> Grade Walking Tour, hosted by the Newtown Historic Association, was successfully held today in the Borough.

### **Solicitor's Report – Greg Heleniak**

Solicitor Heleniak announced that Ordinance #806 - Mobile Food Vendors (Food Trucks) is being advertised for adoption at the July 16th Council Meeting.

### **Manager's Report – Craig Totaro**

Manager Totaro shared the upcoming Zoning Hearing Board (ZHB) hearings for 149 North State Street and 426 Edgeboro Drive. Following discussion, the Council agreed not to direct the Borough Solicitor to act on either hearing.

Manager Totaro provided an update on the PECO gas main project, stating that PECO is agreeable to a public meeting in mid-June at the Chancellor Center. President Heinz stated that businesses will be emailed a notification and personal contact will be made. The Manager stated he would contact PennDOT; Councilor Bauman would like PennDOT to hold off on issuing a Road Opening Permit to PECO until after the meeting.

Manager Totaro announced that the Newtown Artesian Water Company project on W. Centre Ave. has been postponed and will now begin on Monday, June 23<sup>rd</sup>; the work will take place on weekdays from 9:00 A.M. – 3:00 P.M.

### **President's Report – Emily Heinz - none**

### **Approval of Minutes**

- ❖ A motion was duly made by Councilor Woldorf, seconded by Councilor Foley, and passed unanimously, to approve May 7, 2025 Work Session minutes.
- ❖ A motion was duly made by Councilor Woldorf, seconded by Councilor Foley, and passed unanimously, to approve May 21, 2025 Council Meeting minutes.

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

❖ A motion was duly made by Councilor Foley, seconded by Councilor Tognini, and passed unanimously, to accept, subject to audit, the Consolidated Expenditure Report for the month of May totaling \$266,996.27.

## **Environmental Advisory Council – Julia Woldorf**

Councilor Woldorf announced that the Environmental Advisory Council (EAC) recently submitted an article to the Newtown Gazette, and other online publications, regarding native plantings.

Councilor Woldorf read a formal recommendation to Council requesting that the Borough contract with landscapers that do not use gas powered lawn equipment. Council questioned the cost and whether other municipalities have made this a requirement. In response to Councilor Foley, Councilor Woldorf will request that the EAC provide a list of commercial and residential landscapers that would comply.

## **Personnel/Committees of Council Appointments – Gina Tognini**

Councilor Tognini announced the following Committees of Council Vacancies:

- Human Relations Commission – 3 Members
- Zoning Hearing Board – 2 Alternates

## **Planning Commission Update – Gail Foley**

Councilor Foley reported that the Planning Commission (PC) met on Monday to discuss the 110 N. State Street subdivision and land development project. They did not make a formal recommendation for final plan approval since the neighboring properties within 300’ had not been notified by the applicant; they will make their recommendation at their July 7<sup>th</sup> PC Meeting. Solicitor Heleniak confirmed that Council currently has until the end of August to vote on this plan but could negotiate an extension with the applicant if more time is needed.

## **Old Business**

Councilor Woldorf announced a public meeting regarding the Pedestrian Bridge Project on June 26<sup>th</sup> at 7:00 P.M. at the Newtown Township Municipal Building. The Borough Secretary will put this on the website calendar.

## **Announcements**

President Heinz reported that the June 18<sup>th</sup> Council Meeting was canceled due to the lack of a physical quorum.

President Heinz announced that the PA Distracted Driving Law is going into effect tomorrow; the Solicitor added that, in its first year of enactment, only warnings will be issued.

Councilor Phillips stated that the Buck County Human Relations Commission (BCHRC) is hosting a community conversation on June 17<sup>th</sup> at 7:00 P.M.; he will send information to the Secretary to post on the Borough bulletin board and website calendar.

Councilor Phillips announced that citizens will be hanging the Pride flag on Borough Hall on Saturday, June 7<sup>th</sup>.

**Public to be Heard** - none

President Heinz called for a motion to adjourn the meeting at 6:39 P.M. Councilor Phillips so moved, Councilor Foley seconded, and the motion was approved.

Respectfully Submitted,

Judy S. Musto  
Borough Secretary

**Attendees**

Warren Woldorf  
Tom Kelly  
Ian Kelly  
Michael Girard  
Chiyo Moriuchi  
Diane LeBas - Zoom