

**NEWTOWN CROSSING COMMUNITY ASSOCIATION  
SPECIAL BOARD OF DIRECTORS MEETING  
July 30, 2008**

A special meeting of the NCCA Board of Directors was held on Wednesday, July 30, 2008, in the Manor House. The meeting was called to order at 7:45 p.m. by the president, James Downey, with the following Board members and officers in attendance: Pete Ancona, Marie Dempsey, Carl Ruzicka, Bob Donatelli, and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann.

The purpose of the meeting was to review the repair estimate prepared by State Farm Insurance and to discuss a course of action regarding the repairs of the Spring House and Carriage House. The Township has officially condemned the Spring House.

As per the breakdown of repairs necessary per the State Farm adjuster's claim, we have received a check in the amount of \$78,559.98. It was felt that we should move along as quickly as possible in order to obtain contractor bids. It was also felt that there may be room for negotiation with our insurance company if all bids received exceed the amount already paid to us, since unexpected costs may surface once the contractors fully scrutinize the job. We would, however, need to substantiate any additional costs for our insurance company.

In addition to the severe damages to the Spring House, there were also damages to the Carriage House and the Board agreed that those repairs should be completed as soon as possible.

It was felt that the most important issue in obtaining a contractor would be to obtain not only a qualified contractor, but also a contractor with integrity. Mr. Downey provided input of six contractors with whom members of his law firm had experience, and all of them were recommended as having both integrity and competency.

Mr. Ancona felt there were three issues that needed to be addressed regarding the Spring House:

1. Do we want to rebuild the Spring House or tear it down?
2. Who do we contract to do the repairs?
3. What would be the scope of the repairs?

The consensus of the Board was that we should rebuild the Spring House. However, there were some items in State Farm's breakdown of costs that the Board felt could be changed. A copy of State Farm's breakdown will be provided to bidding contractors; however, if we change the scope of the repairs relative to this itemized breakdown, we would need to come up with a set of new specs so that all contractors would be bidding on the same specifications.

Mr. Ancona offered to red-line the existing breakdown and scan it so that it could be forwarded and used as a basis for quotes. Items discussed for change/deletion included: demolish the fireplace instead of rebuilding, eliminate the bookshelves, drywall instead of paneling, hardwood floors, vinyl windows instead of wood stained, vinyl siding instead of wood, keep storage areas, and change to high efficiency fluorescent task lighting.

Mr. Ancona indicated that there were several things that were missed on the Carriage House repairs and he will also red-line those items under the Carriage House section of State Farm's breakdown. The Carriage House repairs should be done as soon as possible. Mr. Donatelli suggested Southampton Roofing for the Carriage House repairs since they have previously done roofing work at the Carriage House/Manor House. Questions arose whether the insurance company will allow us to split the work since it is all listed on one quote. It was felt that we should get the Carriage House done first, even if we do not use the same contractor

who we would use to repair the Spring House. Our insurance company should be contacted to ascertain whether the Carriage House work can be done independently of the Spring House.

The following conclusions were reached during the meeting:

1. We will repair the Carriage House as soon as possible.
2. At this point in time, it makes sense to rebuild the Spring House rather than demolish it. This decision could change if, after getting quotes from the contractors, the cost to repair comes in much higher than estimated by the insurance company and the insurance company is unwilling to provide additional funds to meet those additional costs.

It was mentioned that residents within the community may want to make recommendations for possible contractors to do the Spring House repairs. It was again stressed, however, that the most important aspect of picking a contractor will be finding a qualified contractor with integrity. Pre-qualifying someone for this job is a big factor and the Board will not have the time to screen unknown contractors. We would want to go with proven performers, or "best value solicitation", which would limit risk on our part. We will want a contractor who is going to rebuild the facility with no hassle, no aggravation, and in a timely fashion done with quality workmanship.

With no further business, the meeting adjourned at 9:00 p.m.

Addendum:

After distribution of the minutes to the Board members, Mr. Ruzicka forwarded the following for inclusion in the minutes:

As for the special meeting minutes, I would like to have the paragraph that talks to a "consensus" of the board to move forward with rebuilding to indicate that I voiced some reservations considering the spring house was not heavily utilized, none of the board members have any particular expertise in construction and I am absolutely opposed to rebuilding the spring house unless we can be sure we will be completely compensated in full by State Farm. I am opposed to using any NCCA money or asking for a raise in the assessments to cover shortfalls in a rebuilding project.

Respectfully submitted,

Joanne D. Urquhart, Secretary

cc: Board Members; Officers; Committee Heads; Begley, Carlin and Mandio