

**MINUTES OF THE MONTHLY
NEWTOWN CROSSING COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETINGS
2022**

JANUARY—NO JANUARY MEETING WAS HELD

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NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

February 1, 2022

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, February 1, 2022. The meeting was called to order at 7:50 p.m. via teleconference by the president, James Downey, with the following Board members and officers present: Peter Ancona, Maddison McCurdy, Michael McFarland, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann.

Since there was no January meeting, one correction was noted on the December minutes –second to last line on the first page should read “...install a generator in the front of his townhome...”. The minutes were approved as corrected.

TREASURER’S REPORT

Mr. Donatelli distributed and reviewed the October, November, and December, 2021 Profit & Loss Statements, the January 1 to December 31, 2021 P&L YTD Comparison Statement and the Balance Sheet as of December 31, 2021. Income for the month of December totaled \$10,872 and expenses totaled \$33,342. Total income as of December 31, 2021 was \$282,173. Operating expenses for the year totaled \$199,066 and reserve expenses totaled \$61,229 for a total cash outlay of \$260,295, which resulted in a positive cash flow of \$21,878. Total Assets and Liabilities & Equity as of December 31, 2021 totaled \$407,093.

CORRESPONDENCE

Mr. Ruzicka previously forwarded emails he has received from a neighbor of the property at 311 E. Hanover Street indicating that he is not happy that the property has not yet been cleaned up. We have made more progress this past year than we have in the past, but we have been dependent on Chief Forsyth to get things done. Chief Forsyth’s ability to make progress is dependent on his relationship with the Clarks and he has been reluctant to push too much since the homeowner will push back if pushed too far. Therefore, we may have to get things done in increments. The neighbor has not been happy with the lack of progress and is continuing to raise complaints. One Board member felt that the neighboring resident should be engaging with the Township Supervisors because we, as the homeowner’s association, have no control over that property. Any issues that can be cited are violations of Township regulations and the Township is the one who has the authority to get the homeowner to clean up the property. Neighboring residents need to take action and attend Township meetings to raise complaints. Mr. Clark is currently in a wheelchair, so he will not be able to do any cleanup himself. Residents should put pressure on the Township and take out their frustration on the people who have authority to do something about cleaning up the property. If we keep getting complaints from the neighbors, then it was felt that the neighbors should be told that we have discussed this as a Board; we have done more than we are required to do on behalf of the neighbors; and if the neighbors want more done then they should put their efforts into dealing with the Township.

A letter was sent to a townhome owner regarding debris backed up against the side of his house.

POOL/RECREATION

The pool contract has been signed with Fox Pool Management and they will be getting back to Mrs. McCurdy regarding the schedule. The electrical certificate will need to be renewed, but electrical work will need to be done in order to pass the certificate. The certificate is needed before the end of April. Mr. Ancona will talk to George Hepp about doing the electrical work, and the work should be done by March 15 in order that the inspection can be done in time.

MANOR HOUSE

There were no Manor House rentals scheduled for February. Inquiries received by Mrs. Dettra indicate that residents are looking forward to late spring rentals with the hope the Covid will be winding down. Ned Stevens Gutter Cleaning serviced the Manor House gutters and downspouts in January. The bill was sent to Mr. Donatelli. John Asta and Co. performed the annual inspection and repair of the portable fire extinguishers in the Manor House and Spring House. The bill in the amount of \$84.80 was sent to Mr. Donatelli. A smoke detector was purchased to replace the broken one in the Manor House and was installed by Mike Dettra. Billing the amount of \$15.89 was forward to Mr. Donatelli. The annual fire prevention inspection was scheduled in February. Mr. Ruzicka will contact Mrs. Dettra about scheduling inside Manor House work.

MAINTENANCE

O'Brien's started the detention basin work chipping downed trees and branches. Work will be done over three days at a cost of \$2,500 a day. Some fresh mowing will need to be done by Moran when the final work is done in the basin.

We have not heard any concerns from residents on Hershey regarding the work that was done on the easement.

ARCHITECTURAL CONTROL

The resident at 77 King Charles who wanted to install the generator in front of his home initially wanted to attend the meeting but did not want to attend a zoom meeting. He has agreed to some type of decorative fence near the generator and he has obtained letters from the adjoining neighbors stating that they have no objection to the generator. These letters will be forwarded to the Board. The Board was willing to approve the application with those stipulations. The Board approved the application pending receipt of the letters of consent from the neighbors.

Resident at 8 Chestnut Drive submitted application to install new roof. Resident at 64 King Charles Lane submitted application to install new windows. Both of these applications had been approved via email after the December meeting.

PUBLICITY

The next newsletter will be coming out soon and will need to include the ballot and announcement of the annual meeting.

OLD BUSINESS

Mr. Ancona sent out an email regarding reigniting interest in the traffic light outside of the proposed Arcadia development entrance in lieu of the U turn that PennDOT has supported. Mr. Ancona is willing to take another try at it with John Mack and is willing to work with Fred and Barb to get a write-up together with a mailing to NCCA residents. Maddison can also put something on the Newtown Neighbors Facebook page. Everyone felt it was worth taking another shot at this.

NEW BUSINESS

Two Board positions will be up for re-election in April—the positions currently filled by James Downey and Carl Ruzicka. Both have agreed to run again. Discussion followed regarding generating interest from the younger population within the community to get involved on the Board or on committees since the majority of the Board members, officers and committee members are older. We should be soliciting for younger people to get involved in the community.

Mrs. McCurdy suggested having ballots at the Egg Hunt since she felt activities are the best way to solicit ballots.

With no further business, the meeting adjourned at 8:40 p.m. The next meeting will be held on Tuesday, March 1, 2022 and will be determined as to whether it will be an on-line meeting or an in-person meeting.

Respectfully submitted,

Joanne D. Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

March 1, 2022

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, March 1, 2022. The meeting was called to order at 7:35 p.m. via teleconference by the vice president, Peter Ancona, with the following Board members and officers present: Maddison McCurdy, Michael McFarland, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Mr. Downey was unable to attend since he had been in the hospital and had just returned back home. Also in attendance were Fred and Barbara Ehmman.

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the January 2022 Profit & Loss Statement. Total income for the month was \$29,154. Operating expenses totaled \$7,283 and principal payment on our loan was \$1,622 for total expenses of \$8,905 and a positive cash flow for the month of \$20,249.

POOL/RECREATION

The electrical inspection was completed at the pool and everything looked good. Mrs. McCurdy met with the pool company and they did an initial inspection of the pool. They will come back and do another inspection before the start of the season. Electrical work will be done by George Hepp after he gets back from vacation. We will need to check for any signs of corrosion in the sockets at the pool.

Mr. Ancona plans on breaking up the rubber mulch under the swings. Moran will be starting spring clean-up in March and Mr. Ancona will check to ensure that the catch basin at the playground is still intact.

MANOR HOUSE

There is one possible rental for March and Mrs. Dettra is waiting for confirmation. She has been getting inquiries regarding spring and summer rentals and gave two Manor House tours to new Newtown Crossing residents who are looking to rent in the future. Mrs. Dettra had inquired as to the Board's position on whether she can start taking reservations for the rental of the Manor House. The Board felt we can start renting the Manor House again since the CDC rules have been relaxed.

The annual fire inspection was completed on February 2 and a smoke detector was replaced. The Board requested new proposals for electrical and plumbing repairs inside the Manor House and Spring House. Mrs. Dettra met with Seifert Plumbing on February 23 and will forward the proposal to the Board and a copy to Mr. Ancona. George Hepp will submit his proposal after he returns from vacation.

Seifert Plumbing repaired a clogged drain at the Carriage House and bill was submitted for \$275 for this emergency call.

We received a proposal from Seifert in the amount of \$3,200 for the following work: replace toilet in the garage; dispose of existing toilet; take trap apart under hand sink and try to snake drain; demo sink in bathroom and install new white vanity sink with chrome faucet; drill holes through cabinet and floor for new water and drain lines; hook up new water and drain line in basement for vanity sink. It was felt we needed to get clarity on the work listed on the quote—where are the toilets and how many sinks, toilets? Mr. McFarland will call Mrs. Dettra to verify this and the Board can either do an email vote or vote on this work at the next Board meeting.

Mike Jenks submitted proposals for interior and exterior work at the Manor House. Interior work estimate included the following: plywood ceiling in the oil tank basement room, \$1000; rejuvenate floors on first floor, \$500; painting stairwell, \$200; new floor in kitchen and bathroom, \$600; basement window covers, \$2,000 for a total amount of \$4,300. A 50% deposit (\$2,150) would be required prior to the start of the work. Mr. Ancona made a motion to approve this work in the amount of \$4,300. Mrs. McCurdy seconded the motion and the motion carried unanimously.

A second quote was submitted for the following exterior work at the Manor House: exterior painting of lower level windows, ceilings, posts, \$4,970; repair of posts, \$2,000 for a total of \$6,970. Deposit required would be \$3,500. Mr. Ancona made a motion to approve the above work in the amount of \$6,970. Mr. Ruzicka seconded the motion and the motion carried unanimously. This work will not be started until the weather gets warmer.

Mr. Ruzicka will contact Mike Jenks and inform him that a check for the deposit of \$2,150 will be in the mail and that the outside work has been approved but that deposit will not be sent until the work is ready to begin.

Mrs. Dettra reported that the Carriage House tenant has confronted a number of kids climbing on the Spring House roof and that this has been an ongoing problem for several years. She inquired as to whether we should put up a "No Climbing on the Roof" sign. Mr. Ancona did not think that a sign should be put up since he did not think it would do any good. It was suggested that perhaps the tenants would take pictures of the kids and we could identify them and go back to the parents. Also, we could test the camera tech at the pool and then expand it to the Manor House and post signs that the premises are monitored.

MAINTENANCE

Mr. Ancona has been in touch with Platinum Paving regarding doing the parking lot. They will add us to their schedule to be done well in advance of the pool opening. They cannot do anything until April, but they will have it done before the pool opens.

Moran indicated that when he starts cleanup he will also bring in the brush blower for his tractor and will knock out the underbrush in several spots throughout the community. He will be brush mowing the embankment on the detention basin.

Mr. Ruzicka received a quote from Jen O'Brien in the amount of \$400 to clean up the broken limbs. The Board thought this was a good price and agreed to that work. Mr. Ruzicka will tell her we are good to go and they can get the work done within the next several days.

ARCHITECTURAL CONTROL

The installation of a generator at 77 King Charles was approved with consent of the neighboring properties and the promise to landscape around the generator.

Mr. Ancona received complaints regarding a bass boat parked at 21 Union Street. It is parked on private property but in front; however, it was decided to hold off on sending a letter regarding this.

There is a 25-30 ft trailer parked on common ground next to 217 Canterbury. Letter should be sent to the property owner regarding not parking vehicles on common ground.

SOCIAL

Mrs. McCurdy will see if anyone is interested in arranging an Easter Egg Hunt. Lorrie Strange has handled this in the past and Mr. Ancona said he will check to see if she still wants to do it and if she needs money for this event. Mrs. Ehmann will check for publicizing this event in the newsletter

PUBLICITY

The newsletter will be coming out soon. Election information should be included. Mr. Downey and Mr. Ruzicka have indicated that they will be running again. Other items were suggested for inclusion: pool information; reach out to Fox if you are interested in lifeguarding; information regarding pool tags; soliciting for volunteers within the community; incidences of vandalism; soliciting for committee volunteers and Manor House clean-up and minor repairs; NCCA is always looking for committee members.

OLD BUSINESS

It was decided to keep pushing on the Arcadia issue.

NEW BUSINESS

Mr. Donatelli reported that the rates for safety deposit boxes at First National will be going up from \$35/40 to \$80 since we no longer have our account with them. The only things we basically have in the safe deposit box are the deeds, and he suggested just storing them in the Manor House. Mr. Ancona and Mr. Ruzicka felt it was a good idea to keep the documents in a safe deposit box and Mr. Ruzicka said that there are \$35-\$40 boxes at Univest that we could open. This issue will be re-visited again in the fall

With no further business, the meeting adjourned at 8:48 p.m. The annual meeting, together with the regular meeting will be held on Tuesday, April 5, 2022 and will be on-line.

Respectfully submitted,

Joanne D. Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

April 5, 2022

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, April 5, 2022. The meeting was called to order at 7:35 p.m. via teleconference by the president, James Downey, with the following Board members and officers present: Peter Ancona, Maddison McCurdy, Michael McFarland, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann.

One correction was noted on the minutes of the March meeting: Under Pool/Recreation, first paragraph, last sentence should read: "We will need to check for any signs of corrosion in the meter socket at the pool." The minutes were approved with that one correction.

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the February 2022 Profit & Loss Statement and the January 1 to February 28, 2022 Profit and Loss YTD Comparison Statement. Total income for the month of February was \$28,158. Operating expenses totaled \$7,489. January 1 to February 28, 2022 year-to-date income totaled \$57,312 and expenses for the period totaled \$14,771. With the recent increase in oil prices, Mr. Donatelli pointed out that we are already way over what we spent in heating oil at this point in time last year. Mr. Ruzicka mentioned that, fortunately, we locked in on an oil price which has been beneficial given the current oil prices.

POOL/RECREATION

Mrs. McCurdy reported that there was nothing new from the pool company, but that we should be hearing from them soon. She indicated that she has received one inquiry about renting the pool for a pool party and sent out information that was forwarded to her by the Board. Discussion followed regarding renting the pool. Pool rentals will need to go through the pool management company to ensure that the guards are properly trained to oversee the pool party. Parties cannot be held during regular hours. The old pool rental fee included a flat fee, which was believed to have been \$75, and the renter had to pay for the lifeguards through the pool management company. It was felt that the fee should be raised since it had not been raised in many years. Mrs. McCurdy suggested raising the fee to \$100. Mr. Ancona agreed and made a motion that we set the 2022 pool rental rate at \$100. Mr. Ruzicka seconded the motion and the motion carried unanimously.

We will need to start getting pool tags and cleaning around the pool area. General pool rules due to Covid are relaxing, but when posting the rules we will need to indicate that they will be subject to any change in regulations to be consistent with Bucks County, state and local agency health regulations.

George Hepp has been lined up to do pool electrical work. Mr. Ancona spoke to him, he came out and did his material inspection list and expects to be doing the work within the week. Mr. Hepp will get back to us with a quote when he has costs for the scope of the work and the security camera and other material costs.

MANOR HOUSE

Mrs. Dettra reported that the Manor House has been reserved for the community brunch and Easter Egg Hunt on April 16. One other rental is scheduled for April 30 and several inquiries have been received regarding June rentals.

New proposals were requested from Seifert Plumbing and were sent to the Board for approval. George Hepp will send his proposal for electrical repairs at the Carriage House next week. Mike Jenks began interior repairs to the Manor House on March 30. He is currently rejuvenating wooden floors and patching up holes on the first floor. He is replacing bathroom floors on both first-floor bathrooms (which was noted as a correction to the previous minutes—the kitchen floor is not being replaced). Mike Jenks and his crew will continue working on the interior and then the exterior areas of the Manor House that were approved.

During the month there were numerous emails to/from the Board regarding the possibility of an outside entity doing a video of the Manor House. The Board did not think that this was something that should be pursued. Mr. Ancona will contact Mrs. Dettra and advise her not to pursue this with the Township or with the other outside entity.

MAINTENANCE

All of the work planned for tree removal and chipping at the detention basin has now been done and the basin looks as good as it has ever looked. Between the weed eating and brush mowing, it will be much easier to maintain. Moran also cleaned out the overfill.

Mr. Ancona met with Hale, the sidewalk contractor, to work out the scope of the sidewalk repairs. Except for a few heaves from winter and some additional work, we should be good as far as money currently in reserve to pay for the repairs. The contractor should have an estimate soon and expects to have the work completed before the end of May. It was suggested putting something in the newsletter for residents to contact the contractor for private work since there are a lot of private sidewalks areas that are in bad condition. There are a number of cracked blocks on common ground, but we will hold off and keep an eye on those areas that are aesthetic in nature at this point until those blocks become raised or become a tripping hazard.

Mr. Ancona spoke to Platinum Paving regarding getting the pool parking area sealed and re-lined as was budgeted last fall. Platinum indicated they do not like to seal coat until the weather is warmer, usually before May, but they will have the work done well in advance of the opening of the pool. The area will be well blocked off once the work is done to prevent people from driving over it.

ARCHITECTURAL CONTROL

A letter had been sent to 217 Canterbury Court regarding an RV parked on the side of the townhome that was actually parked on common ground. The owner contacted Mr. Ruzicka and indicated that he moved it as far onto the corner of his property as he could get it. He made an effort to move it and, although a few inches may still be on common ground, Mr. Ruzicka felt that should be fine unless someone further complains about it. There is also a boat which is stored in the back yard. The resident indicated that he is maintaining the common ground.

Resident at 11 King Charles submitted application to replace roof. This application was approved as submitted via email during the month.

SOCIAL

Mrs. McCurdy indicated that the Easter Egg Hunt will be held on April 16.

PUBLICITY

The 2022 election ballot will be posted on the website with Mr. Downey and Mr. Ruzicka running for re-election. It was suggested that ballots be solicited at the Easter Egg Hunt. Mrs. McCurdy offered to do that. Mr. Ehmann will set up the ballot to be sent out by email with residents being able to send in their ballots by email. Mrs. McCurdy also offered to post it on the Facebook page. Pool information will also be included and a posting about dangerous sidewalk blocks on private property, which are the responsibility of the individual homeowner.

OLD BUSINESS

Work has been started on the Arcadia project. A re-evaluation was done of the exit strategy going out of the development; however, the same conclusion resulted and at this point it does not look like anything else can be done to get a traffic light going out of the development. If things go terribly wrong with the U-turn at Mill Pond and Buck Road, we can always resurrect the information that had been submitted. Mr. Ancona was thanked for all of his work on this project.

With no further business, the meeting adjourned at 8:27 p.m. The next regular meeting will be held on Tuesday, May 3, 2022.

Respectfully submitted,

Joanne D. Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS SPECIAL MEETING

April 12, 2022

A special monthly meeting of the Newtown Crossing Community Association was held on Tuesday, April 12, 2022. The meeting was called to order via teleconference at 7:35 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Maddison McCurdy, Michael McFarland, Carl Ruzicka, Bob Donatelli and Joanne Urquhart.

Mr. McFarland sent out to the Board a \$650 estimate from K. E. Seifert to renovate the small bathroom at the carriage house. Mr. McFarland made a motion to approve the work for Siefert in the amount of \$650, Mr. Ruzicka seconded, and the motion carried unanimously. Mr. Donatelli indicated that there were sufficient funds to pay for this renovation. Mr. Ruzicka and Mr. McFarland will get an estimate on renovating the small bathroom in the Manor House. This may be something to consider in the future.

The quote from Hale & Son for sidewalk repairs was also forwarded to the Board. Mr. Ancona indicated that some costs have gone up. The Board felt that Hale and Son do a good job and realize that costs have gone up all around. Mr. Ancona made a motion to approve \$15,231.60 to complete the scope of the sidewalk repair work. Mr. Ruzicka seconded the motion and it carried unanimously.

Discussion followed regarding filling the NCCA secretarial position. It was felt we should advertise on the Newtown Crossing Neighbors Facebook page and post a synopsis of the job description for on the website page. It was further suggested that interested individuals contact our current secretary, who can provide any further information regarding the position and screen applicants.

Mr. Donatelli suggested NCCA make a one-time contribution of \$35 to the conference call website that the Association has been recently using for the on-line Board meetings during the pandemic. The Board agreed to this.

Mr. Ancona reported that he had gone down to the detention basin after the last rain storm, the water had been up and over the spillway, and it had been clogged up. He opened it up, but there was a lot of debris in the area so he spoke to Moran about cleaning out the area. The cost to clean out will probably be about \$130. Mr. Ancona also raked up the playground.

With no further business the meeting adjourned at 8:15 p.m.

Respectfully submitted,

Joanne D. Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

May 3, 2022

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, May 3, 2022. The meeting was called to order at 7:33 p.m. via teleconference by the president, James Downey, with the following Board members and officers present: Maddison McCurdy, Michael McFarland, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann.

The Minutes of the April meeting and the Annual meeting were approved as submitted. The minutes of the Board of Directors Special meeting held on April 12, 2022 were also approved as submitted.

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the March 2022 Profit & Loss Statement, the January 1 to March 31, 2022 Profit and Loss YTD Comparison Statement, and the Balance Sheet as of March 31, 2022. Total income for the month of March was \$10,163. Operating expenses totaled \$9837 and Reserve Expenses totaled \$14,100. January 1 to March 31, 2022 year-to-date income totaled \$67,475 and operating expenses for the period totaled \$24,608. Additional expenses included \$4,885 for principal payment on our commercial loan, \$2,300 for tree work and payments to QUIC Construction in the amount of \$2,900, for total expenses in the amount of \$34,693 and resulting in a positive cash flow of \$32,782 for the period ending March 31, 2022. Assets and Liabilities/Equity totaled \$431,320 as of March 31, 2022.

POOL/RECREATION

Mrs. McCurdy reported that the pool should start getting filled by May 5. The pool had to be drained because the pool management company wanted to test and power wash the sides of the pool so the water would be clean. Mr. Donatelli indicated that the pool cover is supposed to alleviate the need to drain the pool every year and he questioned whether they will be draining every year or just one time and if we should replace the drain covers.

The pool tags are being organized, the pool is getting ready and we should be in good shape for opening.

MANOR HOUSE

There were two Manor House rentals during the end of April, one rental in May and also the swim team registration in May. One rental is scheduled for June.

Mike Jenks is doing a lot of work at the Manor House and Carriage House. The first floor in the Manor House is currently being finished up. The fiberglass insulation in the Carriage House was covered. There was tremendous termite damage on the outside posts between the Spring House and Manor House. He sprayed all around; but once the work is done, it was suggested we contact an exterminator to spray the entire area. The wood was replaced with a composite that cannot rot.

Mr. Ancona has been in contact with George Hepp and Hepp indicated that he cannot replace the Carriage House with a higher voltage.

MAINTENANCE

Mr. Ancona mentioned doing the seat coating in May so that it would be done before the opening of the pool. If that cannot be done in May and it may have to be deferred until after the pool season.

ARCHITECTURAL CONTROL

Resident at 193 Commonwealth submitted an application to install new windows. Application was approved as submitted.

Resident at 12 Princess Lane submitted an application to replace roof and attic fan. It was noted that we are sure that the entire roof is being replaced, since this home had been multi-colored patch-repaired in the past. Application was approved as submitted.

Resident at 55 King Charles submitted application to replace siding and roof. Application was approved as submitted.

SOCIAL

The Easter Egg Hunt was very well run and everyone had a great time. We were also able to collect a few election ballots.

With no further business, the meeting adjourned at 7:50 p.m. Due to paving of the parking lot which may create parking issues, the Annual Meeting and the next regular meeting will be moved to Tuesday, June 14, 2022 starting at 7:30 p.m. in the Spring House

Respectfully submitted,

Joanne D. Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

June 14, 2022

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, June 14, 2022, in the Spring House, immediately following the reconvened annual meeting. The meeting was called to order at 7:40 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Mario Lionetti, Michael McFarland, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann and Bruce Collier, who arrived later.

One correction was noted on the May minutes—under Maintenance, the first sentence should read, “Mr. Ancona mentioned doing the “seal” coating in May...”

Mr. Donatelli distributed and reviewed the preliminary financial statements as of December 31, 2021 submitted by our accountants, DeGrouchy, Sifer and Company. During the discussion, Mr. Ruzicka questioned why there was such a difference in Assessments Receivable between 2021, which was \$6,254, and 2020, which was \$189. Mr. Donatelli explained that we did not pursue assessment receivables during 2020 because of Covid and that accounted for the difference in those numbers. Mr. Ruzicka also pointed out that on page 7, under “i. Subsequent Events” there was an incomplete sentence.

After discussion, Mr. Ruzicka made a motion to accept the preliminary financial statements as of December 31, 2021, once the above incomplete sentence is verified. Mr. McFarland seconded the motion and the motion carried unanimously.

Mr. Donatelli distributed the April, 2022 Profit & Loss Statement and the January 1 to April 30, 2022 P&L YTD Comparison Statement. Total income for the month of April, 2022, was \$28,987 and total expense for the month was \$18,878. YTD income as of April 30, 2022 was \$96,462 and operating expenses totaled \$43,486. Other expenses for the period included: principal payment on the loan, \$6,530; tree work, \$2,300; basin work, \$8,445; sidewalk repairs, \$7,800 and payments to QUIC Construction, \$8,550. Total expenses for the period were \$77,111, resulting in a positive cash flow of \$19,351 for the period January 31 to April 30, 2022. It was felt we should keep an eye on the mowing expenses, since as of April we are close to \$4,000 over where we were last year at this time.

Correspondence received and sent was reviewed. During the month, several residents who live on Canterbury Court wrote letters to the Board regarding multiple complaints of issues regarding the renter at 122 Canterbury Court. Issues included: multiple cars parked on the street; sanding of the curb; propane tank used for heating; and using the property as a business. All of the concerns raised are township issues and were investigated with the Township on behalf of the residents. A letter summarizing the Township’s response was written to these residents advising that there was nothing that we, as an association, could do and any future complaints regarding these issues should be directed to the Township.

In attendance at this meeting was a resident who again raised the same issues regarding 122 Canterbury that had been brought to the Board’s attention prior to the Board meeting. The Board informed the resident what had been previously conveyed to the other residents on that street—that we had checked with the Township and that these were Township issues that were beyond the control of the Association and that the residents should contact the Township directly with their concerns.

It was also pointed out that there is a handicapped parking space in front of 115 Canterbury Court and a vehicle without a handicapped permit has been parking in that space. The previous owner of that property was handicapped and the Township had designated the space in front of the home as a handicapped parking space. That person is no longer living in the house and the Township should be contacted to remove the handicapped parking space to allow the current resident or other residents on the street to be able to park in that space.

During the month the Board also received a complaint regarding tall grass on a property on Canterbury Court (the grass had been cut after this complaint was made) and also a complaint that the resident has appropriated a large portion of the common area with permanent structures, lights, a fire pit and is using it as his side yard. Resident asked that we look into this.

The Board discussed an inquiry from a resident regarding mowing of common ground.

BOARD RESIGNATION

On May 23, 2022, Mrs. McCurdy submitted her resignation from the NCCA Board of Directors.

With pool season upon us and with the loss of Mrs. McCurdy's extensive involvement with the pool, it was felt that we should find a replacement for her as soon as possible. Mr. Ancona recently ran into Mario Lionetti and during their conversation Mr. Ancona asked him if he would like to be considered to fill in for Mrs. McCurdy's remaining term. Mr. Lionetti indicated he would be interested. Since Mr. Lionetti served as a past president of NCCA and his son managed the pool years ago, it was felt he has the experience to jump in and immediately be able to fill the gap left by Mrs. McCurdy. Prior to the Board meeting, Mr. Ancona presented to the Board that we offer Mr. Lionetti the position of Board member to serve the remaining portion of Mrs. McCurdy's term, which will come up for re-election in April 2024. The Board approved this nomination and Mr. Lionetti was invited to serve on the Board.

POOL/RECREATION

Prior to the pool opening, Mrs. McCurdy was at the pool cleaning the bathrooms. She advised that in the future, we should hire a cleaning company at the beginning of the summer and the end of the summer. She felt a board member should not be doing this job.

We received the Certificate of Liability Insurance for the swim team.

Mrs. McCurdy indicated that she will get the pool cleaned and ready for opening prior to her leaving.

Mr. Ancona fixed the pumphouse door that would not latch. The side building frame had become loose from the concrete pad allowing the door frame to move so the lock would not engage in the jamb. It is now working properly and can be locked.

George Hepp completed the security camera installation at the pool. Everything seems to be working with good coverage of all the gates and the pool deck area. We will need to get some training, but Mr. McFarland said he would reach out to George to get that done. The final bill was \$1,450 and the bill will be submitted to Mr. Donatelli since this is the final piece of a budgeted project. We are hopeful this installation will cut down on vandalism at the pool, or identify who the vandals are so we can take appropriate action.

Prior to the meeting, Mr. McFarland and Mr. Ancona discussed obtaining prices on installing Wi-Fi at the pool area to work the cameras remotely. Mr. McFarland will obtain several prices and present to the Board.

Mr. McFarland has taken over as pool liaison and reported that the water at the pool has been very cloudy at times. He took pictures and sent them over to the pool contractor manager. The manager had his specialist go over and check the filter and sand; and we may have to replace the sand, since the pump seems to be working okay. The cost would be \$2,500 to replace the sand, which is double the price of the last time this was replaced.

Pete asked if the pool contractor has a routine for back washing. The pool company will have a technician meet with us. A number of questions were asked regarding the pool management company. Do the people at the pool know what is going on and do they pay attention to mechanical functions at the pool? Do the guards backwash the pool or is there a maintenance schedule for the people who are actually here every day? When has the sand last been changed? Do the people who manage and run the pool everyday have a good knowledge of the pool operations?

We seem to be having the same issues we had last year and it may be that the sand has to be replaced, which should probably be replaced every 3 to 5 years. We'll need to get a baseline to determine when the sand replacement and back washing has to be done. We also need to find that out from the pool company what kind of technical support is available to the guards. We should set up an appointment with the pool company tech personnel. Mr. Lionetti and Mr. Ancona offered to also be in attendance at that meeting, and we should make it part of our process that we sit down with the pool management company each year. There should be a schematic posted at the pool for those who operate our particular pool. Concern was raised that the people operating our pool are not knowledgeable in the pool operations and may not recognize when something is wrong with the pool mechanisms. We need to question our pool management people to ensure that they are knowledgeable in the workings of our pool and are knowledgeable in identifying mechanical problems with our actual pool. We have had pool issues for the last several years and prior pool management personnel have not identified what has been wrong.

There was vandalism at the pool. Someone tossed two benches and other items into the pool. There is some damage. The newly-installed cameras at the pool were discussed. Michael is hoping the cameras can be fine-tuned for motion. One of the cameras is angled a little too low and will need to be adjusted. Unfortunately, the camera that faces the benches was not functional at the time of the vandalism. There are four cameras which give a motion signal every three minutes. Between the four cameras they give an alert every 45 seconds. Michael hopes they can be fine-tuned to alert only when there is someone at the pool. Michael met with George Hepp to go over the cameras, but they were unable to determine when the vandalism happened.

Mr. Ancona reported that a neighbor volunteered to start emptying the trash cans at the playground once a week. The resident wishes to remain anonymous but the Board extends its thanks for his help.

Someone posted online that a child was injured at the tennis courts. Mrs. McCurdy had told the parent to email the board for an update on the status of the tennis courts and what we think our timeline is for these courts to be fixed, taken down, or turned into something else.

In response to this, Mr. Ancona removed and discarded the nets at the court and brought locks and chain to secure the courts. One of the 4 gates was completely off and the hinges gone. He was able to secure the gate and straighten the main gate so it could be locked so all 4 gates are now secured. Mr. Ancona felt we should discuss options for what to do, financing and timing of this major project.

MANOR HOUSE/SPRING HOUSE

There was a leak in the walkway ceiling adjacent to the steps of the Spring House. Mike Jenks pointed this out to Mr. Ruzicka and Mr. Ancona. They authorized him to remove the damaged part of the ceiling and return after a heavy rain to diagnose where the leak is coming in. Cost will be somewhere between \$1,000-\$1,400. Jenks will fix the leak, replace the ceiling and paint everything to match the surrounding area. This does not cover tearing off roofing shingles and replacing that entire section of the roof.

Mike Jenks submitted a quote in the amount of \$1,600 to repair the leak to a point where this area should be fine for the next few years. Work included removing shingles and rotted wood; repair and replace structural members; re-flash and shingle valley and ridge at location and install rock board on ceiling.

It was also asked if the entire roof should be replaced. The roof is between 10-15 years old and if we are going to do the entire roof we should put it in the budget for next year.

We received two quotes from K.E. Seifert for plumbing work at the Manor House and the Carriage House:

- One quote in the amount of \$2,550 to demo sink in bathroom, install new vanity sink, hook up new water and drain line in basement, install above grade drain, waste and vent piping.
- The second quote was in the amount of \$650 to supply and install new toilet and dispose of existing toilet.

Mr. Ruzicka made a motion to accept both proposals and to get these projects moving. Mr. McFarland seconded the motion. Vote: Mr. Downey, yes; Mr. Ancona, yes; Mr. McFarland, yes; Mr. Ruzicka, yes. Motion carried.

Regarding repairs at the Carriage House, Mr. McFarland felt that the tenants should come directly to the Board instead of going through the Manor House rental agent. Mr. McFarland will send an email to Mrs. Dettra requesting that the tenant come directly to a Board member, preferable to himself.

Mr. McFarland requested a key to the basement of the Spring House and Mrs. Dettra did not have a key but indicated that he could contact George Hepp, who does have a key. Mr. Hepp does a lot of electrical work for the community and many times has donated time and equipment. That basement area is not used for any purpose by the Association, and years ago, Mr. Hepp obtained permission to store some of his electrical equipment/supplies in that basement area. For the newer Board members, the Board re-confirmed this arrangement.

MAINTENANCE

O'Brien's submitted a proposal in the amount of \$5,800 to remove three large dead oak trees, removal of large, broken and dead limbs from an ash tree and chipping. Large pile of dead branches behind the Manor House. Mr. Ruzicka made a motion to accept the bid for this work and the motion carried: Mr. Downey, yes; Mr. Ancona, yes; Mr. McFarland, yes; and Mr. Ruzicka, yes.

A bill was presented in the amount of \$7,208 from Hale and Son Construction for the balance of the removal and replacement of sidewalk areas.

Field Services does a twice-a-year mowing of the detention basin. Mr. Ancona will contact them regarding a current mowing and will ask them to do the sides of the other berm instead of just the top.

Another vandalism occurred when someone spray painted the new surface of the parking lot. Mr. Ancona also confronted several youths who were playing on the new surface immediately after it was surfaced despite the fact that the lot was taped off.

ARCHITECTURAL CONTROL COMMITTEE

Resident at 201 Commonwealth submitted application to replace roof. Application was approved as submitted.

We also received a request from an owner of a single home for driveway work; however, single homes do not require approval from NCCA for exterior work.

PUBLICITY

A summer newsletter will be coming out shortly and, in that newsletter, Mr. Lionetti will be introduced to the community as our newest Board member.

NEW BUSINESS

We received a request from a resident asking if they could build and install a little library at the pool area as a community project for their daughter. This idea had been discussed several years ago but we were unable to find anyone willing to build it. Several Board members expressed concern regarding the maintenance of it and concern about vandalism in light of the recent pool vandalism. After discussion, the project was approved with the stipulation that the resident maintain it and if it falls into disrepair then the Association will have the authority to remove it.

The Board approved a gift for Mrs. McCurdy.

With no further business, the meeting adjourned at 9:15 p.m. The next regular meeting will be held on Tuesday, July 5, 2022 starting at 7:30 p.m. in the Spring House

Respectfully submitted,

Joanne D. Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

July 5, 2022

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, July 5, 2022 in the Spring House. The meeting was called to order at 7:35 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Mario Lionetti, Michael McFarland, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann, Frieda Gowland, Katie Lukomski, Lorrie Strange, Joe Pizzo, Nigel Lukomski-Pizzo and one other resident.

The minutes were approved with corrections submitted by Mr. Ancona prior to the meeting.

Mr. Donatelli reported that we currently have 56 ballots but still need additional ones to obtain a quorum for our current election. He suggested that we should try to get at least 70 in total which should insure that we have sufficient valid ballots for reconvening the annual meeting in August. It was suggested that the people in attendance encourage residents who they know to vote and submit their ballots for the election in order to obtain the 63 minimum ballots needed to constitute a quorum. It was also suggested encouraging people in attendance at the NCCA pool events to submit ballots.

Mr. Donatelli distributed the final audit report which was approved in preliminary form last month.

Mr. Donatelli previously distributed and reviewed the May 2022 P&L Statement and the P&L YTD Comparison statement or January 1 to May 31, 2022. Total income for the month of May was \$31,185 and expenses for the month totaled \$16,325. Year to Date income totaled \$125,647 and operating expenses for the period totaled \$59,811.

Mr. Donatelli reported that we are currently substantially over budget for landscape expenses. Mr. Ancona talked to Moran and they will skip the weed and feed this year and trimming the arborvitae in an effort to cut costs. We can also look at trying to cut back on the number of mowings. Any excess over pool budget will come out of the reserve left over from 2020.

Mr. Donatelli reported that the detention basin loan is now paid off and indicated that the remainder of the loan assessment for the year could start funding tennis court repairs.

Mr. Donatelli indicated that expenses in the amount of \$75.65 were submitted for the Easter Egg Hunt, however, receipts had been lost. Mr. McFarland made a motion to write off \$75.65 for the Easter Egg Hunt to replace lost receipts from Mrs. McCurdy. The motion was seconded and the vote was called: Mr. Ancona, yes; Mr. Downey, yes; Mr. Lionetti, yes; Mr. McFarland, yes and Mr. Ruzicka, yes.

POOL

Mr. McFarland reported that the pool is open but the start of the season has been a little rocky. We have had issues with the pool being cloudy at the beginning of the season and we identified that the pool filter sand had to be changed. We also suffered vandalism, which shut down the pool. Mr. McFarland is trying to oversee the maintenance of the pool and lifeguards have been emailing him. One of the lifeguards was in attendance and indicated that chlorine numbers are checked on an hourly basis and are logged in.

Mr. McFarland spoke to the police regarding the vandalism and they are still reviewing the tapes from the pool. They are investigating in connection with another incident which was similar. Four individuals were involved in the explosions at the pool. This is very costly in terms of impact to the community as well as the financial cost to the community. We are asking people to contact police Dt. Camp, who has been investigating, if they have any knowledge regarding the vandalism. We would like to catch the perpetrators so consequences can be administered. This last incident was the most serious act of vandalism since it involved incendiary devices and explosives. This has taken vandalism to a new level in our community.

We currently have four cameras which did catch the incident, we will be adding three more cameras, and we will leave the lights at the pool on all night.

Mr. Ancona felt that there were things that need to be done on the operational end with Fox, our pool management company, and have been trying to set up a meeting but have not been able to do so yet. It was felt that Fox's management's attention to details and response has not been very good. The lifeguards are good and that aspect seems to be going well, but there are other things that need to be addressed with Fox.

MAINTENANCE

Mr. Ancona received a call from a resident who lives at the corner of Chesapeake and Chestnut to make us aware of an issue with the parking pad adjacent to her home. The blacktop pad has sunk anywhere from 1-3" where it abuts the sidewalk, creating a tripping hazard and she, herself, recently tripped. Mr. Ancona felt this needed to be addressed right away and felt we should get estimates and assess the condition of the other parking pads. Since the parking pads are between 40-45 years old, Mr. Ancona felt we should take care of anything urgent from an injury standpoint and add the rest into the budget for next year.

The resident also raised concern regarding a large maple and large honey locust tree on common ground between the parking pad and Chesapeake that have some dead and low hanging branches that should be elevated and removed. The resident mentioned that branches have fallen out of the maple in the past, landing on cars parked on the pad. Concern was also expressed regard a large sycamore tree leaning towards 84 Chestnut. Mr. Ruzicka checked out these concerns and indicated that the two trees on the corner of Chesapeake and Chestnut do need to be elevated and he felt the tree behind 7 Chesapeake looked dangerous to him. He will ask O'Brien's to give an opinion on these.

While Mr. Ruzicka was checking out trees in that area he noticed that the residents who live at 5 & 7 Chesapeake have taken over the common ground behind their fences and have piled up junk, a rabbit cage, a smoker, and other items on common ground. This area is a right of way and should not be littered with junk and other personal items. It was felt we should send a letter to the residents asking them to remove the trash on common ground.

Resident at 205 Commonwealth requested that dead branches be removed from a tree behind his property. Carl felt we should take down the branches since the homeowner maintains a large section of common ground behind their property. The Board agreed.

MANOR HOUSE

Mrs. Dettra reported that there were no rentals for July but several inquiries for September rentals.

The bill from Mike Jenks and Co. was given to Mr. Donatelli along with a copy of the originally-approved 11/2/21 proposal for the outside Carriage House work.

Seifert Plumbing will be doing approved repairs on July 6.

Mrs. Dettra forwarded for reimbursement a bill for \$25 for rugs purchased for the Manor House entryways to protect the new floor.

SOCIAL

Lorrie Strange attended the meeting and would like to do several activities at the pool this summer. She would like to do two “pretzels & popsicles” events and then a larger pool party. She felt that \$300 would cover the events and Mrs. Strange will coordinate events with Mr. McFarland. The Board authorized a \$300 cash advance for this advance and Mrs. Strange will submit receipts in September. She and Freida Gowland will organize the events.

PUBLICITY

The latest newsletter has been distributed and Mr. Ehmann reported that 66% of the residents who received the emailed newsletter opened it.

OLD BUSINESS

We had several people call regarding the secretary position, but only one has submitted a resume. She has been invited to attend the next Board meeting.

It was suggested getting people involved in community activities which, in turn, can lead to Board involvement.

With no further business, the meeting adjourned at 8:42. The annual meeting will be reconvened on Tuesday, August 2, starting at 7:30 p.m. in the Spring House, with the regular meeting following immediately thereafter.

Respectfully submitted,

Joanne D. Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

August 2, 2022

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, August 2, 2022 in the Spring House. The meeting was called to order at 7:49 p.m. by the vice president, Peter Ancona, with the following Board members and officers present: Michael McFarland, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann and Susan Hepp.

One correction was noted to the July minutes—Under “Pool”, the second sentence of the first paragraph should read “...and we identified that the pool filter sand had to be changed.” The minutes were approved as corrected.

Mr. Donatelli distributed and reviewed the June, 2022 P&L Statement and the January 1 to June 30, 2022 YTD P&L Comparison Statement. Income for the month of June totaled \$12,691 and operating expenses totaled \$25,881. Year-to-date income totaled \$140,340 and year-to-date operating expenses totaled \$85,692. Mr. Donatelli reported that other year-to-date expenses included: principal payment on the commercial loan - \$8,058; tree work - \$8,475; basin work - \$8,705; sidewalk repairs - \$14,808; Manor House and Carriage House repairs - \$16,595; Manor House lighting/timer - \$2,445, for a total cash outlay of \$144,778, which resulted in an \$18,347 loss as of June 30, 2022.

Mr. Donatelli reported that the commercial loan taken out for the detention basin repairs has now been paid off. The Board will need to decide whether the special assessment which was being earmarked for that purpose should now be diverted into the storm water damage fund or used to start a fund for the tennis court repairs.

Correspondent sent during the month was reviewed. Letters had been sent to 5 and 7 Chesapeake regarding cleaning up debris being stored on the common ground behind those properties. 7 Chesapeake has been cleaned up but 5 Chesapeake currently has not. The owners were given until August 15 to clean up. We also sent a letter to the Newtown Police Chief thanking the department for their work in apprehending the individuals who vandalized the pool. Mr. Ancona will check with Mr. Downey regarding the result of the vandalism investigation.

POOL

The pool has a regular crowd of people going every day--about 60 people--plus about 40 people on the swim team.

Mr. McFarland asked if the swim team paid to use the pool. It was explained that NCCA sponsors the swim team and allows them to use the pool; however, we do not pay for special items needed for the pool for the swim team, such as pool lanes, plus the swim team does have to pay for their own insurance. The Board gave the team usage of the pool since it was a positive activity for the community. The team used to be comprised completely of NCCA swimmers. Recently, however, they could not get enough swimmers from NCCA so they had to bring in outside swimmers in order to compete. About half of the people are NCCA residents and the others are from Liberty Square.

The swim team usage does put extra load on the pool filter with the pool running 12 hours a day instead of 8 hours. Mr. McFarland felt that if we are going to continue to help the swim team in the future, NCCA should be listed as a sponsor. In the past there had been a banner posted at the pool with a list of sponsors; however, that was not done this year. The team does create community spirit and is a positive activity for the community. Mr. Ancona felt we should ask for a list of team members and ask where they are coming from, to see the current demographics of the team.

We are waiting for the final disposition regarding the vandalism at the pool. When we do get word on the final outcome, we will provide information to the website manager to disperse to the community and will indicate that there will be consequences and accountability for the damage done at the pool. Considerable cost damage was done at the pool. It is known that the vandals have been apprehended. The cameras identified what happened and the vandals were caught on our cameras.

Since the vandalism, Mr. McFadden purchased additional new cameras at a cost of \$639.18 for three-ring cameras with flood lights. The cameras do require internet access, which costs about \$50 a month, and we will need to vote on that at the next meeting. Mr. McFadden made a motion to approve the expenditure of \$639.18 for the ring cameras. Mr. Ruzicka seconded the motion and it carried unanimously.

Mr. McFadden contacted four companies to get estimates on tennis court repairs. We may also consider artificial turf instead of tearing up everything; however, there can still be damage to the turf. This alternative is good for the short term, but it is not definite that the turf would be a good long-term solution for this area. It was felt that it is still worthwhile to pursue this option. Whatever alternative we chose, it will be a costly expense and we will most likely have to take out a new loan for this venture. We should come up with cost numbers for repair of the courts so that all of this can be discussed at budget time. Years ago a number of people had been interested in this project and some of them may still be interested in participating on a committee to research alternatives.

MAINTENANCE

Since it has been so dry, we will now go every two weeks with lawn mowing service. Mr. Ancona indicated that Moran did trim the arborvitae in certain sections.

Mr. Ancona received two estimates for repair of the parking pad at Chesapeake & Chestnut--one from Platinum and one from Hale & Sons. Both quotes were within \$50 of each other. The parking pad at the corner of Chesapeake and Chestnut needs to be done now, since it is a tripping safety hazard. The other parking pad areas can be budgeted for future work. Since we have a history with Platinum regarding paving, Mr. Ruzicka made a motion to approve an expenditure of \$3,765 to Platinum to repave the parking pad at the corner of Chesapeake and Chestnut. Mr. McFadden seconded the motion and it carried unanimously. This parking pad is the worst one, but the other parking pads also need work and it would be more cost effective to do all of them at the same time. The cost to do all of the other pads will probably run around \$25,000. This expense is something that would need to be budgeted for future work. It was asked if any of the parking pads could be expanded since there is a shortage of parking in the townhome areas.. This is an option that would have to be explored to see if there would be extra land that would be available for expansion. A third contractor indicated interest in bidding on the larger project, so that would give three bids for consideration with the other parking areas.

The field mowing is completed with both basins. There is a fairly large tree that is hampering maintenance cutting in one of the basins and Mr. Ruzicka will check out the basin for tree work.

MANOR HOUSE

Mr. Donatelli questioned whether we should price check with other trash collectors for trash pick-up at the Manor House. Our current trash collector, Leck's, used to bill us once a month but are now billing us every four weeks, which means we are now being billed 13 times a year. Mr. McFarland offered to price check with other trash haulers to see if our current contractor is still competitive. Mr. McFarland also asked if the Association ever considered getting one trash hauler for the entire community. This had been suggested in the past; however, that would mean that the Association would be picking up the cost of trash collection for residents who would be in arrears with their assessments. Therefore, that suggestion was not seriously considered.

Mrs. Dettra reported that there have been a lot of inquiries regarding renting the Manor House and she expects the next few months to be busy. No rentals are currently scheduled for August.

Seifert Plumbing completed plumbing repairs at the Carriage House and Manor House on July 6 and 7. The invoice was forwarded to Mr. Donatelli for payment. Mrs. Dettra notified the Board that a screen was off in the back of the Spring House and some siding had also been pulled off.

Mrs. Urquhart reported that a wasp nest was developing between the window and screen on one of the windows in the middle room on the second floor. Mr. Ruzicka indicated that the outside area next to the Manor House should be sprayed for termites. Mr. Ruzicka will ask Bonnie to contact the exterminator about the termites and Mrs. Urquhart will contact Mrs. Dettra regarding the wasp nest.

The Carriage House rental will be going up in August in accordance with discussions between the Board and the renters at the beginning of the year. The rent will now be \$1,300 per month.

SOCIAL

The Social Committee did a pretzel and water ice event at the pool on July 14 and had a good attendance at that event. They also plan on doing several more activities before the end of the season.

PUBLICITY

A newsletter recently went out and notice will be distributed when final resolution of the vandalism at the pool is determined.

OLD BUSINESS

People have continued to park on the sidewalk along Chesapeake despite notices which have been posted on the windshield. Mr. Ancona suggested having the police patrol Chesapeake regarding illegal parking. Mr. Ancona will follow up on this.

NEW BUSINESS

Prior to the meeting, Mr. Lionetti contacted Mr. Ancona and indicated he was resigning from his temporary position on the Board since he did not realize how much time commitment was involved during the month. He expressed his great appreciation for the work done by the Board members. Several other residents had previously expressed interest in participating on the Board, and it was suggested that we contact them regarding the now open position.

Several individuals had initially expressed interest in interviewing for the position of NCCA's secretary, since our current secretary will be retiring. Prior to the meeting, the Board interviewed one candidate who the Board felt would be a good candidate to fill the position. After discussion, Mr. Ruzicka made a motion to offer Susan Hepp the position of NCCA secretary to replace Joanne Urquhart. Mr. McFadden seconded the motion and the motion carried unanimously. Mrs. Hepp will take over as secretary effective September 1, 2022.

With no further business, the meeting adjourned at 9:10 p.m. The next regular meeting will be held on Tuesday, September 6, starting at 7:30 p.m. in the Spring House.

Respectfully submitted,

Joanne D. Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

September 6, 2022

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, September 6, 2022 in the Spring House. The meeting was called to order at 7:37 pm by the vice-president, Peter Ancona, with the following Board members and officers present: Michael McFarland, Carl Ruzicka, Robert Donatelli and Susan Hepp. Also in attendance were Fred and Barbara Ehmann and Joanne Urquhart.

Mr. Ancona recognized Joanne Urquhart for her hard work over the past 35 years as the secretary of Newtown Crossing Community Association. All the other board members also expressed their appreciation to Joanne. Mr. Ancona thanked Susan Hepp for accepting the secretary position effective September 6, 2022.

The minutes of the August 6, 2022 board meeting were approved after the following changes: correcting the word Correspondent to correspondence on page 1, 5th paragraph and beginning on page 2, 3rd paragraph all mistyped names McFadden to the correct name McFarland. The annual meeting minutes were approved with no changes.

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the July, 2022 P & L Statement and the January 1 to July 31, 2022 YTD P & L Comparison Statement. Income for the month of July totaled \$ 38,306.48, and operating expenses totaled \$ 28,256.89. Year-to-date income totaled \$ 178,647 and year-to-date operating expenses totaled \$ 113,949. Mr. Donatelli reported that other year-to-date expenses included: principal payment on the commercial loan - \$8,058; tree work - \$11,675; basin work -\$8,830; sidewalk repairs-\$14,808; Manor House and Carriage House repairs-\$17,795; Manor House lighting/timer- \$2,445 for a total cash outlay of \$177,560, which resulted in a positive cash flow of \$ 1087 as of July 31, 2022. Options were discussed about how to collect the delinquent assessment accounts. Mr. Ruzicka will look further into the options including contacting Mr. Downey or the lawyers. Mr. Donatelli mentioned he will be away from September 23 through October 6, 2022.

Mrs. Urquhart mentioned about the possibility of raising the assessment late fees from the current \$ 5. to something appropriate for 2022, since the current late fee was the amount equal to the monthly fee at the time the association was started in 1975. This idea was discussed briefly and will be discussed at another time.

Correspondence sent during the month was reviewed. There was a letter sent to 23 Chesapeake Dr. concerning the trees encroaching on their neighbors & the overgrown area behind the fence that are on the common ground area. The resident was given a date of October 31, 2022 to clean up the common ground area or the association will have the landscaper do it and bill the resident for the costs.

POOL/RECREATION

The pool water has been in good condition for the end of the season which will be extended 2 weekends, September 10th & 17th, due to the 2 week closure caused by the vandalism. Newtown Crossing Community Association has received full restitution for the damage from the families of the 4 juveniles. All four juveniles have completed most of their court ordered 20 hours of community service. This was a significant savings if the association had paid for this clean up. Mr. McFarland supervised the work and reported the youths worked very hard cleaning out the Manor House, etc. Mr. McFarland feels they have learned their lesson about

destroying other people's property. The board thanked Mr. McFarland for his idea to have this project done and for all his work supervising for the project. Mr. McFarland will follow up on some maintenance items such as missing tiles and an in-water pool light that needs to be re-installed.

There will be another pool party to be held on Saturday, September 10th consisting of ice cream, candy and also live music for the community to enjoy. This will be the last of the 3 community pool parties held over the summer.

Mrs. Urquhart reported that the information she collected with her committee about future use of the recreational area where the tennis courts are currently located was turned over to Mr. McFarland. Some of the ideas included setting up possible pickle ball courts on the tennis courts, along with other ideas noted on the forms. Mr. McFarland said he will attempt to pull together the committee for further consideration of renovation options. If any changes are to be made during 2023, the costs will need to be included in the 2023 budget

MANOR HOUSE

Mr. McFarland reported the Carriage House needs some additional plumbing projects done & he will obtain some estimates for the projects. Mr. McFarland also reported that there is a broken window and a window frame that need to be repaired at the Manor House.

Bonnie Dettra reported that during September there were no Manor House rentals. There are 2 events scheduled for October by Allison Barnum of 62 King Charles Lane & Jody Snyder of Franklin Court. Lecks Exterminators removed a wasp nest from the 2nd floor of the Manor House and a large hornet nest by the tennis courts. Mrs. Dettra also thanked Mr. McFarland for his help with the supervision & clean up of the 2nd & 3rd floors of the Manor House. She also thanked Mrs. Urquhart for her service as secretary for 35 years.

There was also a discussion in reference to any new ideas about additional uses possibilities for the Manor House. The costs of work to support any additional use would need to be included in the upcoming 2023 budget.

MAINTENANCE

Mr. Ruzicka read an e-mail from a resident of High Street requesting the association trim a tree that has branches hanging over the common ground sidewalk. She also requested we remove the bushes located on the median strip at Mill Pond Road and Richboro Road to make it easier to see the pedestrians walking across the street at the traffic light. The board members agreed to ask Moran to trim the bushes but to leave them in place. If the resident wants a change to timing of the traffic light for the pedestrian crosswalk, she will need to contact the township's public department.

The repaving of the parking pad on Chestnut Lane has been completed by Platinum and the residents have expressed the pleasure with the job.

ARCHITECTURAL CONTROL

A resident of 12 Princess Lane sent a request to have her driveway recoated, an attic fan, replacement windows and new gutters installed. Her request was approved & will be sent to the resident. The board also discussed residents who have fences that extend onto the common ground past their property line and a resident who

has a driveway that extends onto common ground. The board decided to address these issues at an executive board meeting.

PUBLICITY

Fred Ehmann will update the online website for the change of the secretarial position from Joanne Urquhart to Susan Hepp. Barb Ehmann will send out the fall newsletter soon. They will both include photos and information about the work completed at the Manor House.

OLD BUSINESS

There was discussion about 5 Chesapeake Drive that the residents have not fully cleaned up the wood pile and pavers or moved them inside their property from the common ground. The board directors considered whether "it's cleaned up enough" or if there should be a fine of \$ 100 charged for dumping on the common ground. The executive board will cover these issues during their meeting.

NEW BUSINESS

A date of November 8th was tentatively set for the budget meeting beginning at 7:30 pm at the Spring House.

Mr. Ancona will continue to speak with Rob Hewski, the runner up from the last contested election, about joining the board of directors to fill the vacant spot. He will set up a meeting with him and the board of directors.

With no further business, the meeting was adjourned at 9:25 pm. The next regular meeting will be held on Tuesday, October 4, 2022, starting at 7:30 p.m. in the Spring House.

Respectfully submitted,

Susan Hepp, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

October 6, 2022

The regular monthly meeting of the Newtown Crossing Community Association was held on Thursday, October 6, 2022 in the Spring House. The meeting was called to order at 7:33 pm by the president, Peter Ancona, with the following Board members and officers present: Michael McFarland, Carl Ruzicka, and Susan Hepp. Also in attendance were Fred and Barbara Ehmann, Katie Lukowski and Joe Piva.

Mr. Ancona acknowledged the death of Jim Downey, the president of Newtown Crossing Community Association Board of Directors. He stated it is a great loss to our board and community since Jim served on the board since 1989 and as president since 1997. Jim provided a tremendous amount of support to our community, especially with his legal expertise which he provided pro bono. Mr. Ruzicka mentioned how Jim was “rock solid, a good influence and stabilizer for the board meetings”. He was always willing to help, do the right thing and would put in extra work whenever necessary. Mr. McFarland commented that Jim was an honest and up-front person in his activities.

Mr. Ruzicka suggested we plant a Beech tree in Jim’s memory since “the tree grows tall and straight like Jim”. Mr. Ruzicka will ask Moran’s to handle this job. It was also decided to install a bench with a plaque with the tree along Mill Pond in Jim’s memory. The board members agreed to install the bench themselves as a “labor of love”.

Minutes of Prior Meeting

A number of corrections were noted on the minutes of the September 6, 2022 board meeting . The minutes of that meeting will be updated and forwarded, together with the October minutes, for approval at the November meeting.

Treasurer’s Report

There was no treasury report since Mr. Donatelli was absent due to vacation. He will report the August and September numbers at the November meeting.

Correspondence

Mr. Ancona received a voice mail in reference to a resale package needed for 220 E. Hanover Rd., Mrs. Hepp stated she is processing it for the resident.

Pool

Mr. McFarland reported that the pool has closed for the season. He requested Fox Pools to provide a bid to retile the pool. They will also supply an estimate to replace the baby pool pump. There is work that needs to be done on the pump house structure dealing with rotted wood that needs replacing in the future and the costs will be added into the 2023 budget. It was suggested to post a sign in the pump house with instructions on how to back wash the pool in order for other people to perform this routine job in order to cut costs.

It was decided that we need to investigate obtaining bids from other pool management companies if the board decides to replace the current company, Fox Pools, for next the season.

Mr. Ancona said he will winterize the pool in November after everything is put away. Mr. Ruzicka & Mr. Ancona thanked Mr. McFarland for his great work in immediately taking over the pool duties.

Maintenance

Mr. Ancona stated even with the upcoming grass cuttings, the costs are still within the budget.

Mr. Ruzicka reported that he obtained an estimate from Moran's for clearing the overgrown area behind 23 Chesapeake St. The estimate to only "clean cut" the area is \$ 200; and if additional work is done, including adding topsoil and grass to match the other neighbor's areas, the cost would \$ 500. After discussion, Mr. Ruzicka made a motion to approve the \$ 500 quote, seconded by Mr. McFarland and the motion was approved unanimously.

Mr. Ruzicka presented a quote from O'Brien's Tree Service for \$ 3,000 for the removal of 5 trees located on common ground due to storm damage from Ian. Mr. Ruzicka made the motion, Mr. McFarland seconded and it was approved unanimously. Jen from O'Brien's Tree Service proposed a special opportunity for NCCA to reduce our tree cutting costs with O'Brien's. If some of our residents signed up to have their tree work done at the same time, usually in spring and fall, when O'Brien's are in our area, O'Brien's would give NCCA a 5% credit of that total amount. We would be able to apply this credit any time towards an O'Brien's invoice and even carry it over to the next year if needed. Mr. Ehmann will send the information and a link by e-mail to the residents allowing them to sign up directly with O'Brien's. All board members thought this is a good idea so Mr. Ehmann will draft an e-mail for the board of directors to authorize, then he will send out the e-mails.

Manor House & Carriage House

Mr. McFarland reported he received an estimate of \$ 500 from Mike Jenks of Quic Construction to repair a window frame in the basement and replace a glass panel with plywood. These items need to be done as soon as possible and were unanimously approved previously by the board. Another estimate of \$ 9,800 was received from the same company for the manor house soffit and \$ 98 for the railings. Mr. McFarland has agreed to obtain another estimate for cost comparison. These 2 items will be a budget line in the 2023.

Mr. McFarland also found a water leak on the 3rd floor where the roof was previously repaired due to racoon damage. Mr. McFarland will request an estimate from Reit Oil company to elevate the heater off the floor in the basement due to surface rust. It was questioned if the water is due to the broken window in the same area.

Mrs. Dettra sent an email stating there are currently 2 rentals scheduled this month, one on 10/22 by Allison Barnum of 62 King Charles Lane for the Manor House & one on 10/30 by Brianne Gerhard of 14 York St. for the Carriage House. She asked if she needed to be present when there is an oil delivery or heater inspections done. Mr. Ruzicka answered no, she does not need to be there at that time.

Mrs. Dettra gave her sincerest sympathy for the loss of our dedicated and wonderful NCCA President-Jim Downey. He will be greatly missed.

Architectural Control

Mr. Ancona received a voice mail stating that a resident at 24 Chesapeake Dr. has replaced their patio without receiving permission from the association. Mr. Ruzicka will contact the resident concerning this matter.

Mr. Ruzicka will also purchase new numbers for our address to put on the mailbox on Hidden Valley since there are none currently.

There was discussion in reference to the King Charles West townhouse property since the owner installed the siding differently than the board approved and he was unhappy about the painting on the bricks not being approved. It was decided not to contact the owner to complain about the siding issue. Mr. Ruzicka made the owner aware he can attend a board meeting if he wants to continue the discussion about painting the bricks.

Social

Mr. McFarland agreed to organize a family-oriented holiday party during December to try to get residents interested in the community and bring attention to the needs of our board of directors and committees. He will estimate a budget along with food ideas, etc. for the November meeting. It was agreed that in addition to the food, beer, wine & soda will be provided. It was suggested that we solicit food donations from local restaurants in return for special acknowledgements of their donations.

Publicity

Mrs. Ehmann mentioned adding the information and comparison of our assessment fees with other area homeowner associations and showing that Newtown Crossing is the lowest of all the associations in the area that also have pools. Mr. Ancona complimented Mrs. Ehmann about how that subject was presented and it was a good idea to provide that comparison for residents and future residents.

Mr. Ehmann stated that about 300-400 emails are opened out of over 500 emails being sent. He also commented that our website receives an average of 300 hits per day. The board members thought both those figures were very favorable. Mr. Ehmann brought up information that the Newtowncrossing.org domain name is now available for purchase. The estimated cost for hosting is expected to be approximately \$ 20 per year. Mr. Ancona authorized Mr. Ehmann to research and purchase the new domain name if possible. If we obtain the new domain name, our current website will automatically be redirected to the new domain name.

New Business

There was a discussion concerning contacting the Eagle Ridge and Liberty Square Associations to collect information about how they address some issues that we have in common. A few topics of interest would be:

How has your experience been working with property managers?

What are the costs involved and what is the association's policy concerning collecting delinquent assessment fees?

Another topic of interest would be how do they handle legal fees and possibly working together with the other associations to lower everyone's legal fees.

After obtaining this additional information, should we publish that if we need to hire a management company, due to the lack of community participation, everyone's assessments will be increased?

Old Business

None

With no further business, the meeting adjourned at 9:35 p.m. The next meeting will be held on November 1, 2022 starting at 7:30 in the Spring House.

Respectfully submitted,
Susan G. Hepp, Secretary

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

November 8, 2022

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, November 8, 2022, in the Spring House. The meeting was called to order at 7:35 pm by the president, Peter Ancona, with the following Board members and officers present: Michael McFarland, Katie Lukomski, Robert Hewski, Bob Donatelli and Susan Hepp. Also in attendance were Fred and Barbara Ehmann, Ken Cronlund and Kathleen Bretzel, owner, and tenant of 101 Chestnut Drive.

Mr. Ancona welcomed the two new board members to the board, Katie Lukomski and Robert Hewski. We appreciate them volunteering to help our community with their knowledge and assistance.

The minutes of the September 6, 2022 board meeting were approved and the October 6, 2022 board meeting minutes were approved after the correction on line 4 of the first paragraph from "Joe Piva to Joe Pizzo".

MEMBER PARTICIPATION

Ken Cronlund and Kathleen Bretzel, the owner and tenant respectfully of 101 Chestnut Drive were in attendance concerning parking issues outside the property due to commercial vehicles and utility trucks parking on the parking pad and the street causing a safety problem especially with the children in the area. Ms. Bretzel presented photos showing the problem, including a bush being burned from the trucks exhaust. Mr. Ancona stated since at this time, the bylaws do not restrict the parking of commercial vehicles in Newtown Crossing, we can not require them to move. Mr. Ancona will send letters to the addresses of the vehicles asking them to not park in front of 101 Chestnut Drive or over hanging into the street due to safety issues. The addresses the letters will be sent to are: 5 and 7 Chesapeake Drive and 90 Chestnut Drive. Mr. Ancona will also send a letter to Newtown Township Police to notify them of the vehicles parking into the street and asking them to monitor this problem and issue parking citations when needed. This issue will be brought up for consideration the next time the bylaws are revised. Mr. Cronlund recommended the parking pad with eight spaces could be changed to only four spaces since he feels there is enough other parking spaces in the area. Mr. Ancona stated that would not be a possibility. Mr. Donatelli mentioned to Mr. Cronlund and Ms. Bretzel they should notify Newtown Township Police and ask them to monitor a problem with trucks driving the wrong way on the street which causes traffic and safety problems for the residents. This problem includes FedEx, UPS, Amazon trucks that regularly drive the wrong way.

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the August and September 2022 P and L Statement and the January 1 to September 30, 2022, YTD P and L Comparison Statement. Income for the month of August totaled \$ 26,903.35 and operating expenses totaled \$ 21,814.30. Income for the month of September totaled \$ 8,658.46 and operating expenses totaled \$ 19,453.61 Year-to-date income totaled \$214,208.53 and year-to-date operating expenses totaled \$ 155,216.86

Mr. Donatelli reported that other year-to-date expenses included: principal payment on the commercial loan - \$8,058; tree work - \$16,910; basin work -\$9,715; sidewalk repairs-\$14,808; Manor House and Carriage House repairs-\$19,345; Manor House lighting/timer- \$2,445 for a total cash outlay of \$226,498, which resulted in a negative cash flow of \$12,289 as of September 30, 2022. Mr. Donatelli mentioned there will be more income in October since most residents pay their quarterly assessment bill the first month of the quarter.

There was a discussion concerning the Carriage House rent. It was mentioned that since the rent was currently under market value, the tenants are being charged an extra \$ 200 per month and increased \$200 per month every six months until the rent reaches market value. This agreement went into effect in August.

There was a discussion concerning Newtown Crossing Community Association to purchase a new CD in the amount of \$25,000 with a 3 ½% return with Univest Bank. A motion was made by Mr. McFarland and seconded by Mrs. Lukomski. The vote was called and voted on as follows: Pete Ancona-yes, Michael McFarland-yes, Katie Lukomski-yes, Robert Hewski-yes, therefore the board approved the motion unanimously.

Mr. Ancona mentioned to Mr. McFarland that he will need to be added to the checking account as vice-president in case he needs to sign checks in the absence of Mr. Ancona.

Mrs. Lukomski brought up the subject of Newtown Crossing Community Association being a “not for profit” corporation rather than a “non-profit” corporation. It was stated it was originally set up that way due to the complexity of becoming a non-profit corporation requiring court hearings to obtain a certificate for tax-exempt status, etc. Mrs. Lukomski will check into the requirements to change this status.

The board approved \$ 2,000 to be used for the holiday party Mr. McFarland is organizing for December.

Mr. Donatelli mentioned the possibility of closing the safety deposit box for a savings of \$ 80 per year. It was decided he will close the box and purchase a fireproof safety box to keep the few items currently kept in the bank’s safety deposit box.

Mr. Donatelli also presented information concerning delinquent assessment accounts. He stated we received \$ 835 delinquent payments but there are still other accounts that are still delinquent.

CORRESPONDENCE -none

POOL

Mr. Ancona and Mrs. Lukomski winterized the bathroom to avoid any winter weather damage. Mrs. Lukomski stated the benches and guard stands will be stored soon.

Mr. Ancona will obtain an estimate from Mike Jenks to repair the rotted wood, etc. that is needed to raise the pump house off the ground. The repair would be included in the 2023 budget.

RECREATION – none

MAINTENANCE-

Mr. Ancona stated that Moran will be filling in the sink hole at 5 E. King Charles.

Mr. Ruzicka will contact O’Brien’s to remove a few trees, so if anyone sees other trees that need to have anything done to them, please contact Mr. Ruzicka.

MANOR HOUSE AND CARRIAGE HOUSE

Bonnie Dettra e-mailed her report that during November there are two rentals scheduled: one on the 25th or 26th rented by The Pfeifers, from 6 Beech St. and one on the 23rd by Zach Nester, from 41 Franklin Ct.

The gutters on the Manor House are scheduled to be cleaned at the end of November or early December by Ned Stevens Gutter Service. Please advise Bonnie of any other repairs that are needed this month.

The following repairs and items should be considered for the 2023 Manor House Budget:

Two coffee tables and tray tables that fold up (these items can be purchased in used furniture stores for reasonable prices).

The second-floor bathrooms need replacement of toilets and removal of the wallpaper.

ARCHITECTURAL CONTROL

The following two applications were approved by e-mail by the board members:

Danielle Wittig, of 133 Hidden Valley Lane, a new 8' x 8' storage shed, approval e-mailed 10/29 to resident Earl & Stacy Stalker, of 170 E. Hanover Street, a replacement roof, approval e-mailed 11/7 to resident

SOCIAL

Mr. McFarland is organizing a family holiday party to be held in December to increase community involvement. The association will provide music, beer, wine, soda, and water in addition to the food at no cost to the community. We may charge a small fee in the future but it was decided not to charge this time, so we don't discourage anyone from attending. There will be a sign in sheet and name tags with addresses for the guests so we can identify our neighbors, etc.

Mrs. Ehmann started a discussion concerning the 50th anniversary of Newtown Crossing Community approximately around the summer of 2025 to start preparing a celebration.

PUBLICITY

There will be an article put in the newsletter and on the website to bring attention to the 50th anniversary of Newtown Crossing Community. One item to be mentioned will be to ask if any residents have old photos, articles, etc. that would be of interest to all our residents.

Mr. and Mrs. Ehmann will also include photos and bios of the two new board members in the next newsletter and on the website.

The holiday party for December will be publicized to encourage a good community attendance.

OLD BUSINESS -none

NEW BUSINESS

Mr. Ancona received information from Mr. Downey's law firm, Begley, Carlin and Mandio,

concerning an estimate of fees for the work previously performed by Mr. Downey. This information was distributed to the board of directors earlier. Mr. Ancona mentioned it would be helpful if we are aware of any community residents who are qualified and interested in providing some legal services for the association. The board members will address this issue in the upcoming future.

With no further business, the meeting was adjourned at 9:55 pm.

The next regular meeting will be held on Tuesday, December 6, 2022, starting at 7:30 p.m. in the Spring House.

Respectfully submitted,

Susan Hepp, Secretary

cc: Board of Directors, Officers, Committee Heads

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

December 6, 2022

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, December 6, 2022, in the Spring House. The meeting was called to order at 7:35 pm by the president, Peter Ancona, with the following Board members and officers present: Michael McFarland, Katie Lukomski, Carl Ruzicka, Bob Donatelli and Susan Hepp. Board member, Robert Hewski, was absent. Fred and Barbara Ehmann were also present.

The minutes of the November 8, 2022 board meeting were approved with no changes.

MEMBER PARTICIPATION

TREASURER'S REPORT

Robert Donatelli reviewed the 2023 budget. After discussion Mr. Donatelli proposed the approval of the 2023 budget in the amount of \$ 308,000 in which the assessments will be increased to \$ 38 per month or \$ 114 per quarter; the new monthly breakdown of assessments is as follows:

\$ 24	Operating expenses
\$ 3	Tennis Courts
\$ 3	Trees
\$ 1	Manor House/ Spring House/ Carriage House Repairs
\$ 4	Major Pool Repairs
\$ 3	Common Grounds, Sidewalks, Manor House Gutters
\$ 38	Total Assessments

Mr. McFarland made a motion to approve the treasurer's proposed 2023 budget in the amount of \$ 308,000.

Mr. Ruzicka seconded the motion, and the vote was called: Mr. Ancona, yes; Mr. McFarland, yes; Mr. Ruzicka, yes; Mrs. Lukomski, yes. The motion carried unanimously.

Mr. Ruzicka made a motion to approve the 2023 monthly assessment rate of \$ 38 per month with the breakdown as listed above. Mr. McFarland seconded the motion, and the vote was called: Mr. Ancona, yes; Mr. McFarland, yes; Mr. Ruzicka, yes; Mrs. Lukomski, yes. The motion carried unanimously.

CORRESPONDENCE – none

POOL

There was no new activity since the pool is closed until the summer season. Mr. Ancona is in the process of obtaining estimates to replace the rotted wood of the structure base of the pump house. One was received from Mike Jenks, Quick Construction, Mr. Hewski is awaiting a second bid. Mr. McFarland commented he believed we should receive multiple bids.

RECREATION – none

MAINTENANCE- none

MANOR HOUSE AND CARRIAGE HOUSE

Bonnie Dettra e-mailed her report stated there are 2 events scheduled during December- December 11th for the Holiday Party sponsored by the NCCA and December 23rd by the Nester family of 41 Franklin Court.

The gutters on the Manor House were cleaned and serviced by Ned Stevens Gutter Services on December 6th.

Fire inspection will be scheduled for December.

The light between the Manor House and the Spring House is not working so it needs to be checked and fixed if necessary.

Mr. McFarland found a crack in a front window of the Manor House that needs repairing.

Mr. McFarland stated Kenderdines oil company came for an emergency temporary service of the oil tank in the Carriage House due to a leak with a cost of \$1700. They were the only company that would respond to our call since they had replaced the oil burner previously. Since the oil tank needs to be replaced, Mr. McFarland has 2 companies scheduled to come on 12/7 for estimates. Mr. Ancona suggested we try to obtain an annual oil maintenance contract or a yearly check for the Carriage House like the one we have with Reit for the Manor House. It was discussed it may be hard to get a maintenance contract for the Carriage House since the tenant purchases the oil themselves from a different oil company. Mr. McFarland will contact Reit to check on the possibility of having a maintenance contract if the tenants don't purchase the oil from them. Mr. McFarland will also contact the tenants concerning purchasing oil from Reit if required by Reit to get a maintenance contract with them.

ARCHITECTURAL CONTROL

Mr. Ruzicka said he had a phone call from Mrs. Bagnasarian of 23 Chesapeake Dr., who is unhappy about being charged \$200 for the clean-up of the trees and bushes she has planted on the common area. After discussion, it was decided she is responsible for the payment as she had previously agreed.

SOCIAL

Mr. McFarland reported that he was working on the arrangements for the holiday party for the food, drinks, and music. He also will have people help with decorations and clean up. He asked if anyone had any decorations to donate or loan it would be helpful since there was a minimum number of decorations in the Manor House available.

PUBLICITY

Mr. Ehmann sent out emails to the community announcing the holiday party for December 19th asking for people to RSVP to have a general idea of attendance. Currently there have been 50 replies.

OLD BUSINESS

There was a discussion about the parking pad located at the corner of Chesapeake Drive and Chestnut Drive. Mr. Ancona has been checking on the area and found that during the day there usually were no trucks parked there. Mr. Ruzicka saw a white truck parked nearby on the sidewalk which can cause damage to the sidewalk. It was decided that we will continue to monitor the issue to check if anything further needs to be addressed in the future.

Mr. Ancona mentioned we should put notices on the windshields of the cars or trucks parked on the sidewalks stating they must park on the street. If they continue to park there, we will report them to Newtown Township to ticket their vehicle.

NEW BUSINESS

After a discussion, it was agreed to contact Moran to set the price for next years cutting of the common grounds. It was also agreed that we will discontinue the use of fertilizer next year due to the environmental damage and to save on the cost. This issue will be re-evaluated for the 2024 season. Mr. Ruzicka will contact Moran to discontinue the fertilizer.

A motion was made by Mr. Ruzicka, seconded by Mr. McFarland, and approved unanimously to accept the proposal for snow removal and rock salt application with McGettgan Landscaping.

With no further business, the meeting was adjourned at 9:18 pm.

The next regular meeting will be held on Tuesday, January 3, 2023, starting at 7:30 p.m. in the Spring House.

Respectfully submitted,

Susan Hepp, Secretary

cc: Board of Directors, Officers, Committee Heads