

**MINUTES OF THE MONTHLY
NEWTOWN CROSSING COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETINGS
2023**

| | |
|--|----|
| JANUARY | 2 |
| FEBRUARY | 5 |
| MARCH | 8 |
| APRIL meeting cancelled due to lack of quorum | |
| MAY | 12 |
| JUNE | 15 |
| JULY | 19 |
| AUGUST | 22 |
| SEPTEMBER | 26 |
| OCTOBER | 29 |
| NOVEMBER | 31 |
| DECEMBER | 34 |

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

January 3, 2023

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, January 3, 2023, in the Spring House. The meeting was called to order at 7:34 pm by the president, Peter Ancona, with the following Board members and officers present: Michael McFarland, Katie Lukomski, Carl Ruzicka, Robert Hewski, Bob Donatelli and Susan Hepp. Fred and Barbara Ehmann, and Mr. and Mrs. Michael Dettra were also present.

A motion was made by Mr. Ruzicka, seconded by Michael McFarland to accept the minutes of the December 6, 2022, board meeting. The board approved the minutes with the following changes:

- Correct Michael MacFarland to Michael McFarland at the beginning of the 4 th paragraph on page 1.
- Remove the last 2 sentences of the 6th paragraph on page 1 under Pool topic.
- Add the following sentence at the end of the 6th paragraph on page 1 under Pool topic: One received from Mike Jenks, Quic Construction, Mr. Hewski is awaiting a second bid.
- Reword “were available” to “would respond” in the 6 th paragraph on page 2.

MEMBER PARTICIPATION

Mr. and Mrs. Michael Dettra, long time tenants of the Carriage House, spoke concerning their rental cost. They expressed concern about the rent continuing to be increased every 6 months until it reaches the current market rate as was previously agreed. A discussion followed between both parties. Mr. Ancona and the board members made clear that the NCCA is required to oversee the financial interests of the whole community and pointed out the high cost of maintaining the Carriage house. Mr. McFarland agreed to re-evaluate the current rental market rate of a comparable Newtown house and will report to the board for further discussion. Both parties agreed to keep the February rent increase the same as previously agreed. The board of directors will notify the Dettras of their decision for the next increase for August at least 30 days in advance.

TREASURER’S REPORT

Mr. Donatelli distributed and reviewed the October and November 2022 Profit and Loss Statements and the January 1 to November 30, 2022, YTD Profit and Loss Comparison Statement. Income for the month of October totaled \$ 46,983.76 and operating expenses totaled \$ 10,370.47. Income for the month of November totaled \$ 13,797.34 and operating expenses totaled \$ 9,140.40. Year-to-date income totaled \$274,989.63 and year-to-date operating expenses totaled \$ 261,479.

Mr. Donatelli reported that other year-to-date expenses included: principal payment on the commercial loan - \$8,058; tree work - \$22,310; basin work -\$10,100; sidewalk repairs-\$14,808; Manor House and Carriage House repairs-\$21,790; for a total cash outlay of \$261,479, which resulted in a positive cash flow of \$13,511 as of November 30, 2022.

Mr. Donatelli reported that the loan for the detention basin was paid off in June 2022. He requested a motion to transfer the money collected in that reserve account from July to December to the Tennis Court Improvement fund. Mr. McFarland made the motion, Mr. Ruzicka seconded the motion. A vote was called, Mr. Ancona, yes; Mr. McFarland, yes; Mr. Ruzicka, yes; Mrs. Lukomski, yes; Mr. Hewski, yes. The motion passed unanimously.

CORRESPONDENCE

Mr. Ancona read a thank you note from Joanne Urquhart for the bracelet and plaque she received as an acknowledgement of her 35 years of service as the secretary for Newtown Crossing Community Association.

Mr. Ancona also brought up correspondence he received from Mrs. Bagnasarian of 23 Chesapeake Dr. stating her displeasure about the "30% increase" of the assessment fee and to request NCCA to repair her sidewalk. Mr. Ancona will call her to inform her that the sidewalk on her property is her financial responsibility to repair and that NCCA only pays for the replacement of sidewalks on common grounds.

He will also explain that the \$ 3.00 assessment fee increase was under 8%, not the 30% she believed it was. After Mr. Ancona's discussion with Mrs. Bagnasarian, he will send a letter to her restating their conversation.

POOL

Mr. Hewski is waiting to receive a second bid to replace the rotted wood of the structure base of the pump house. One has been received from Mike Jenks, Quic Construction. Mrs. Lukomski said she is looking into management companies for next season. She will contact other local Newtown developments to find out who they expect to hire since it works well for staffing when we use the same management company.

RECREATION – none

MAINTENANCE

The matting in the small detention basin near Liberty Square is coming loose so it needs to be inspected and repaired. It will need to be secured by either placing rocks or adding refract to anchor it down to prevent erosion. Mr. Ancona will obtain an estimate from the company who has repaired it previously for additional discussion.

MANOR HOUSE AND CARRIAGE HOUSE

Bonnie Dettra reported there are 2 events scheduled during January: 1-23-23 is tentative and 1-28-23 for Rose Rau, from 7 S. Lancaster Lane. Repairs and Inspections: Township Fire Inspection and fire extinguishers inspection will be rescheduled in January since the December inspections were canceled. Christmas decorations have been taken down after the holiday party. They now need to be either picked up by the residents who loaned them or boxed up and stored.

ARCHITECTURAL CONTROL

Mr. Ruzicka reported the following 2 applications were passed by the board members for architectural changes during the past month:

- | | | |
|----------------------------------|----------------|--------------------------------|
| • David Leib and Gabrelle Fauser | 26 York Street | Roof replacement |
| • Earl and Stacy Stalker | 170 E. Hanover | Siding and window replacements |

SOCIAL

The holiday party was a great success; everyone enjoyed reconnecting with their neighbors and meeting some of our new residents. There were approximately 60 residents, many of them inquired about NCCA hosting additional parties in the future. All who attended enjoyed the food from Piccolo Trattoria, Guru's, salad, meatballs, and cake. The NCCA was thankful for the donation of the chicken dish from Guru's. Mr. Ancona thanked the board members, especially Mr. McFarland, for all their effort organizing the party. Mr. McFarland thanked Mr. and Mrs. Ehmann for helping with the decorations and Mrs. Lukowski's help especially during the party.

PUBLICITY

Mr. Ancona thanked Mr. Ehmann for the good job on updating the website. Mr. Ehmann said he is working on the winter newsletter, and it will be sent out soon. Mr. Ancona mentioned about checking the email addresses from the pool applications to add more emails to our residents mailing list.

OLD BUSINESS

Mr. Ancona brought notices for the board members to put on windshields of cars parking on the sidewalks. The car owners were asked to only park on the street, so they don't damage the sidewalks and cause a hazard to pedestrians. It's noted that if they continue to park on the sidewalks, they will be reported to the Newtown Township Police Department for ticketing.

NEW BUSINESS

Mr. Hewski brought up an idea to set up a QR code for residents to direct them to sign up for emails. He also mentioned about putting up a sign for community posts at the intersection of Mill Pond and York Street. Mr. Ancona and other board members thought this is a good idea to be investigated. Mr. Hewski will consider more details for the project to present to the board for a discussion in the future.

With no further business, the meeting was adjourned at 9:30 pm.

The next regular meeting will be held on Tuesday, February 7, 2023, 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

February 7, 2023

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, February 7, 2023, in the Spring House. The meeting was called to order at 7:34 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. Fred Ehmann was also present. Carl Ruzicka was not in attendance.

A motion was made by Mr. McFarland, seconded by Mr. Hewski to accept the minutes of the January 2, board meeting. The board approved the minutes with the following changes:

3rd paragraph on page 1 under Treasurer's Report is replaced with the following:

Mr. Donatelli reported that the loan for the detention basin was paid off in June 2022. He requested a motion to transfer the money collected in that reserve account from July to December to the Tennis Court Improvement fund. Mr. McFarland made the motion, Mr. Ruzicka seconded the motion. A vote was called, Mr. Ancona, yes; Mr. McFarland, yes; Mr. Ruzicka, yes; Mrs. Lukomski, yes; Mr. Hewski, yes. The motion passed unanimously.

The 3rd sentence of the 2nd paragraph on page 2 under Correspondence is replaced with the following:

He will also explain that the \$ 3.00 assessment fee increase was under 8%, not the 30% she believed it was. After Mr. Ancona's discussion with Mrs. Bagnasarian, he will send a letter to her restating their conversation.

MEMBER PARTICIPATION -None

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the December 2022 Profit and Loss Statements and the January 1 to December 31, 2022, YTD Profit and Loss Comparison Statement. Income for the month of December totaled \$ 8,128.12 and operating expenses totaled \$ 42,710.06. Year-to-date income totaled \$,283,117.85 and year-to-date operating expenses totaled \$ 217,437.79.

Mr. Donatelli reported that other year-to-date expenses included: principal payment on the commercial loan - \$8,058; tree work - \$22,310; basin work -\$10,350; sidewalk repairs-\$14,808; Manor House and Carriage House repairs-\$21,790; parking lot seal coat \$ 9,685. for a total cash outlay of \$304,439 which resulted in a negative cash flow of \$3,010. after the depreciation expense of \$ 18,311 as of December 31, 2022.

Mr. Donatelli brought up the topic of switching NCCA's trash company from Leck due to the expense. After discussion, Mr. Hewski offered to contact McCullough and White Tail companies about their services and the costs. After he reports back, the board members will vote about the possible change.

Mr. Donatelli also recommended NCCA purchase a new \$ 25,000 CD with Univest with a 4% rate of return for 25 months. Mr. Ancona questioned Mr. Donatelli if he is comfortable decreasing the unrestricted liquid cash in the checking account, Mr. Donatelli stated he was fine with it since there is other cash available to draw from if needed. After discussion, Mr. McFarland made the motion and Mrs. Lukomski seconded the motion. A vote was called, Mr. Ancona, yes; Mr. McFarland, yes; Mrs. Lukomski, yes; Mr. Hewski, yes. The motion carried to purchase the \$ 25,000 CD.

Mr. Ancona brought up the problem of the many residents with overdue assessment accounts. Mr. Donatelli said he will obtain a new list of the residents who have high account balances. After discussion, it was decided Mr. Ancona will contact an associate from Begley, Carlin and Mandio, Legal Counsel about getting a contract written for her to take over the paperwork to legally process these accounts. This process would include sending letters to the residents for payment, then if not paid, she will file a court case to obtain a judgement against the residents.

Mr. Donatelli mentioned the shortage of funds of approximately \$ 4,140. for the Manor and Carriage House maintenance projects for 2023. He suggested we transfer \$ 4,140. from the tennis court reserve account to cover those expenses. After discussion, the board authorized Mr. Donatelli to transfer the funds.

CORRESPONDENCE

Mr. Ancona said he had been contacted by a resident concerned about the bushes overhanging and blocking the view at the intersection of Mill Pond Road and Richboro Road. Mr. Ancona will trim the bushes since he understands the resident's concern.

We also received a phone message from Jenna , of 2 Beech Street stating there has been an unoccupied dog running loose near Beech Street and W. Hanover Street. She said it has attacked her dogs and a neighbor next door. Mr. Ruzicka called her and left a message for her to contact Newtown Township Police Animal Control department to handle this matter. Mr. Ancona mentioned that residents should call the appropriate officials in Newtown Township for quicker responses for these types of issues.

POOL

Mrs. Lukomski plans to start obtaining bids, contracts, etc. for the pool management of the 2023 season. She will contact Mrs. McCurdy to get the information needed from the pool management companies.

RECREATION – none

MAINTENANCE

The heating system in the Carriage House stopped working and had to be repaired over the weekend of February 3-5. The fuel line got clogged due to the cold temperatures. The tank had been put outside when replaced instead of inside where it was previously installed. Mr. Ancona asked about having the tank put back inside the garage to avoid further problems with the heat during cold weather. All the board members agreed with the idea. Mr. McFarland will contact the company who installed it outside to have it moved back inside.

Mr. Ancona also thanked Mr. McFarland for all the extra phone calls it took to get this problem handled as quickly as possible since the weather was very cold when this problem happened.

MANOR HOUSE AND CARRIAGE HOUSE

Bonnie Dettra reported by e-mail that the fire inspection was completed on January 12th, no problems were found. The fire extinguishers were inspected and repaired on January 16th. The oil tank in the Carriage House stopped working and had to be repaired. The tank was not properly insulated and the oil gauge was broken causing no heat in the house for 2 days. There are no repairs scheduled for February.

Mrs. Dettra also reported that there is a tentative rental of the Manor House either on February 25th or March 4th, but it has not been confirmed yet.

ARCHITECTURAL CONTROL - None

SOCIAL -None

PUBLICITY

Mr. Ehmann said the winter newsletter was posted on the website and mailed out recently.

OLD BUSINESS

Mr. Ancona talked to Mrs. Bagnasarian of 23 Chesapeake Drive concerning her misunderstanding of the assessment fee and that the sidewalk issues. Mr. Ancona said she now understands the correct information.

NEW BUSINESS -None

With no further business, the meeting was adjourned at 8:58 pm.

The next regular meeting will be held on Tuesday, March 7, 2023, 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

March 7, 2023

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, March 7, 2023, 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, Carl Ruzicka, Bob Donatelli. Fred and Barbara Ehmann from the publicity community were also present. Susan Hepp was not in attendance. The following community residents in attendance, John and Margaret Cumming, Ken Cronlund, Fred and Barbara Ehmann and Jan Jones.

A motion was made by Mr. McFarland and seconded by Mr. Hewski to accept the minutes of the February 7 board meeting with the following changes:

The 2nd paragraph on page 2 to read as follows:

Mr. Donatelli mentioned the shortage of funds of approximately \$ 4,140. for the Manor House and Carriage House maintenance projects for 2023. He suggested we transfer \$ 4,140. from the tennis court reserve account to cover those expenses. After discussion, the board authorized Mr. Donatelli to transfer the funds.

The 1st Paragraph under maintenance to read as follows:

The heating system in the Carriage House stopped working and had to be repaired over the weekend of February 3-5. The fuel line got clogged due to the cold temperatures. The tank had been put outside when replaced instead of inside where it was previously installed. Mr. Ancona asked about having the tank put back inside the garage to avoid further problems with the heat during cold weather. All the board members agreed with the idea. Mr. McFarland will contact the company who installed it outside to have it moved back inside.

MEMBER PARTICIPATION

John & Margaret Cumming of 135 Hidden Valley Lane had questions about Newtown Township going inside of their fence to maintain the storm drain. The board members clarified Newtown Township has an easement for the area of the storm drain that allows them to enter the owner's property. This information is stated on their property deed. The residents also asked if they repaint their siding with the same color do they need to apply for an architectural control permit? They were told to submit an architectural control application and if the color is the same as the current color, the application can be turned around for approval quickly.

Kenneth Cronlund owner of 101 Chestnut Drive asked about the by-laws change concerning trucks being able to park on the parking pad next to his property. Mr. Ancona stated that at the previous meeting of Mr. Cronlund's presentation, the situation would be monitored to see if it required any changes to the by-laws. Mr. Ancona and other board members frequently checked the parking pad during the day and found a maximum of one vehicle parked there. There are only more vehicles parked there when the owners are at home on the weekends and evenings. Mr. Ancona said there are no plans to change the by-laws at this time. There is nothing the association can do about this situation since there is not a restriction for truck parking in our community. The board suggested a few ideas for the owner to block their view of the parking pad including putting up a fence or trellis with plants etc.

Jan Jones of 90 Chestnut Drive stated parking on the parking pad near 101 Chestnut Drive is not a problem for the other neighbors and if the trucks were parked on the street, it would be a safety issue for all the children. Previously when trucks had been parked there, there were no complaints by the tenants.

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the January 2023 Profit and Loss Statement. Income for the month of January totaled \$ 41,327.12 and operating expenses totaled \$ 5,972.11.

He also presented the 2022 Audit Confirmation letter from DeGrouchy, Sifer and Company, CPA Management Consultants. A motion was made by Mr. McFarland and seconded by Mr. Ruzicka to approve a fee for this year's audit, not to exceed \$ 5,450. A vote was taken, and the motion passed.

CORRESPONDENCE

Mr. Ancona had an email from a resident of 3 Oak Ct., checking on the date of the spring clean-up by the association since their property backs up to the common ground on Mill Pond and they have leaves, etc. collecting against their back fence. Mr. Ancona responded to them that John Moran will be starting the clean-up work soon.

Mr. Ancona received a call from a resident on York St concerning an issue with her mailbox being blocked by cars that cause her to miss delivery from the post office of important mail and prescriptions. She inquired if she could put a sign on her mailbox asking people not to park in front of it? She has spoken to her neighbors, but the problem still exists. Mr. Ancona stated he thought it was OK but suggested she contact the post office to explain her problem and ask if the mailperson would make deliveries even if they need to exit their mail truck.

POOL

Mrs. Lukomski reached out to three pool management companies, Fox, American & Bennington. She has received two proposals so far and will check with the third about submitting their bid soon. Mrs. Lukomski will notify the board of directors and treasurer when more details are available. It was suggested that the contract be handled as soon as possible since the season starts soon. The board members will either meet to discuss the options or handle this by email.

RECREATION – none

MAINTENANCE

Mr. Ancona said he did a final walk down of the neighborhood sidewalks to check if there was any additional work needed in addition to the estimated amount used for the 2023 budget. He will forward the firm estimate when received from Hale to the board of directors for approval.

Mr. Ancona also discussed with Hale about laying the cement pad for the bench in recognition of Jim Downey's service. Mr. Ancona will forward the bid when it's received to the board of directors for approval.

Mr. Ancona spoke concerning the detention basin repair estimate of \$ 13,950. There was a motion made by Mr. Hewski and seconded by Mr. Ruzicka, to authorize \$13,950 for Enviro-Air Technologies, Inc. to repair the two inlet structures in the North Basin to be funded from the stormwater management reserve.

Mr. McFarland received an estimate from Superior Tank and Energy for \$ 850. to move the oil tank back inside the garage of the Carriage House. Mr. McFarland will contact them to negotiate the fee taking into consideration the other recent costs for services with them.

Mr. McFarland mentioned the chimney cover on the Carriage House needs replacing since the old one was blown off. The Spring House also needs a chimney cap put on. He will look into having both these issues taken care of.

MANOR HOUSE AND CARRIAGE HOUSE

Mrs. Dettra reported one rental for 2/26 by Mills, of 126 Bucks Meadow Lane. No rentals for March so far. Mrs. Dettra has had many showings of the Manor House for future rental possibilities for May and June. Mr. McFarland will contact Mrs. Dettra concerning the purchase of tray tables and a coffee table for the Manor House.

ARCHITECTURAL CONTROL –

Mr. Ruzicka reported the following two architectural control permits were approved:

John and Margaret Cumming 135 Hidden Valley Lane Fence Replacement

Adolf Herger 142 Commonwealth Drive Roof, gutters & downspouts Replacements

SOCIAL -None

PUBLICITY

Mr. Ruzicka brought up thanking Travus Gehret for arranging a spring clean-up of the common ground near the pool and Manor House. Mr. Gehret posted photos of a group of people he organized as a concerned resident on the Newtown Facebook page. It was discussed how we appreciate his effort and interest he showed in our community. We would like to encourage that among all our neighbors. Mrs. Ehmann will contact him to see about posting this information on our Newtown Crossing Community website and invite him to come to a board of directors meeting to thank him.

Mr. Ehmann mentioned he will be sending out emails soon for the election of the board of directors for April and asking the residents to return their ballots.

Mr. Ehmann also said he sent out 569 winter newsletter emails and 409 were opened by residents. The board members were all happy with the high percentage.

OLD BUSINESS

In response to an email from a resident last month concerning the bushes at Mill Pond Road and Richboro Road, Mr. Ancona trimmed them back to increase visibility at the intersection.

Mr. Ancona stated that Mr. McFarland will work to obtain additional estimates for the pump house project to replace the wood near the door. Mr. McFarland will forward any estimates he receives.

Mr. Ancona said that John Moran will be planting a silver beech tree in Jim Downey's memory on the grassy area on Mill Pond Road near Chestnut Drive.

Mr. Hewski investigated the issue of the association's trash pick-up by the pool and Manor House. He has an estimate of \$ 60 a month from McCullough for two recycle cans and six regular cans. The board members were very pleased with this amount since our current cost is \$ 200 a month. Mr. Hewski will contact McCullough to have the contract completed to begin April 1 and he will also contact Leck to cancel our current contract.

NEW BUSINESS -None

With no further business, the meeting was adjourned at 9:30 pm.

The next regular meeting will be held on Tuesday, April 4, 2023, starting at 7:30 p.m. in the Spring House.

Respectfully submitted,

Susan Hepp, Secretary

cc: Board of Directors, Officers, Committee Heads

ADDMENDIUM

SPECIAL MEETING OF BOARD OF DIRECTORS

Monday, March 13, 2023

Following the regular monthly meeting, the directors met to review the proposals from Fox, American and Bennington Pools. After a lengthy discussion there was a unanimous vote agreement among the directors to utilize Fox Pools again for the 2023 pool season.

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

May 5, 2023

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, May 5, 2023, 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: Carl Ruzicka, Katie Lukowski, Robert Hewski, Bob Donatelli and Susan Hepp. Fred Ehmann was also present. Michael McFarland was not in attendance. Bruce Collier of 208 Commonwealth Drive, Barbara Ehmann of 181 Commonwealth Drive, and Rachel and Jake McFadden of 106 W. Hanover Street were also in attendance.

A motion was made by Mr. Ruzicka and seconded by Mr. Hewski to accept the minutes of the March 7, 2023, board meeting with the following revision:

On page #3, under old business the following was added to the end of the paragraph: (the actual date for the change was April 23, 2023, due to the date of our contract with Leck's)

MEMBER PARTICIPATION:

Rachel and Jake McFadden of 106 W. Hanover St. spoke about the success of the Easter Egg Hunt held on April 8, 2023. They commented there were approximately 30-40 children and parents in attendance, and everyone had a great time. There was a lot of interest in other community activities, including a potential "Touch the Truck" event that may be held with assistance of a community Newtown volunteer fire fighter. Mr. Ancona thanked them for organizing and making the Easter Egg Hunt a success for the community and setting up a table to have residents cast their votes for the board of director needed for the annual meeting. Also, Mr. Gehret is continuing to organize clean-ups at the common ground near the pool area, Manor House, etc.

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the February 2023 and March 2023 Profit and Loss Statements. Income for the month of February totaled \$ 24,443.72 and operating expenses totaled \$ 4,418.44. Income for the month of March totaled \$ 9,021.34 and operating expenses totaled \$ 8,125.28.

CORRESPONDENCE - none

POOL

Mrs. Lukowski is working to have the pool ready to be opened. She ordered additional pool tags and printed up the pool rules for posting at the entrance. There will be multi dates for residents to sign up for their family pool tags. Mr. McFarland or Mrs. Lukowski will email Fox to tell them to only remove the cover, but not do the tiling as previously discussed. Mrs. Lukowski will replace the tiles herself instead of using Fox to save the community that expense. Mr. Hewski offered to donate the caulking for the tiles and to help Mrs. Lukowski by doing the caulking around the pool.

After a discussion concerning the fee for replacement pool tags next year, the directors decided to charge \$ 10 per lost tag beginning 2024 season. Mrs. Lukowski will send all the pool information to Mr. Ehmann to post on the website.

Mr. Ancona reported that he has a second bid for the pump house repair in addition to the \$ 6,000 bid previously received. The second bid is from Hale and Sons for a total of \$ 5,200 which will include a commercial door. After discussion, the board is interested in the second bid but needs some clarifications from Hale and Sons. Mr. Ancona will contact them to clear up any questions the board has. It was decided that the board will discuss and vote on the proposal at a future meeting.

RECREATION

Mrs. Lukomski reported the swim team will be having a potluck breakfast in the Manor House on May 7, 2023 that is open to residents.

MAINTENANCE

Mr. Ancona reported the north basin maintenance work was completed by Enviro Air Technologies LLC and looks great.

MANOR HOUSE AND CARRIAGE HOUSE –

Mrs. Dettra reported the following eight rentals:

April 29, 2023 by Kenneth Johnson from 84 Chestnut Drive
 May 6, 2023 by Travus Gehert from 215 Hidden Valley Lane
 May 7, 2023 by Katie Lukomski – pool community potluck dinner -no charge
 May 13, 2023 by Kathleen Katz from 62 Delaware Court
 June 3, 2023 by Joseph Mannino from 13 Hidden Valley Lane
 June 9, 2023 by Tara Priore from 133 Commonwealth Drive
 June 17, 2023 by Donna Raimondo from 113 Commonwealth Drive
 June 30, 2023 by Scott Nester from 41 Franklin Court

There were no repairs done or scheduled for next month.

ARCHITECTURAL CONTROL

Mr. Ruzicka reported the following eleven architectural control permits were approved by the board of directors:

| | | |
|---------------------------|---------------------|---------------------|
| Ellice Warner | 2 Prince Phillip Ct | Roof |
| George and Helen Todt | 34 York Street | Driveway |
| Adolf Herger | 142 Commonwealth Dr | Solar Panel on Roof |
| George and Helen Todt | 34 York Street | Fence |
| Doug and Gretchen Skinner | 145 Canterbury Ct | Roof |

| | | |
|------------------|---------------------------------------|---|
| Anton Stassiy | 19 York St | Windows |
| Michael Miluzzo | 36 York St | Fence and Driveway (2 permits) |
| David Greenockle | 180 Commonwealth Dr | Gutters with guards, fascia and soffit capping, , |
| | porch ceiling and capping porch beams | |
| Ken Myers | 71 King Charles | Roof |
| German Olivera | 2 Candlewood Ct | Patio |

SOCIAL - none

PUBLICITY - Mr. Ehmann stated the newsletter was sent out at the beginning of April. Mr. Ancona asked Mr. Ehmann to add a banner on the website stating that Hale & Sons will be doing work on our sidewalks and if any residents wanted to have any work done at the same time to contact Hale & Sons.

Mr. Ehmann will be adding a banner on the website concerning the pool updates.

OLD BUSINESS

Mr. Donatelli asked Mr. Ehmann for the full-page copies of the current 53 ballots that have been received for the board of directors election. Mr. Ehmann responded yes and he will get the copies to Mr. Donatelli. Mr. Donatelli stated we need a minimum of 63 or 70 ballots to be counted for the board of directors election to have the annual meeting at the June board meeting.

Mr. Hewski mentioned the new McCullough trash company picks up on Tuesday for a monthly charge of \$ 60. The cans are available for use by the pool employees and any residents cleaning up the area.

NEW BUSINESS - none

With no further business, the meeting was adjourned at 8:35 pm.

The next regular meeting will be held on Tuesday, June 6, 2023, 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

June 6, 2023

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, June 6, 2023, in the Spring House. The meeting was called to order at 7:48 pm by the president, Peter Ancona, with the following Board members and officers present: Michael McFarland, Carl Ruzicka, Katie Lukomski, Bob Donatelli and Susan Hepp. Fred Ehmann was also present. Robert Hewski was not in attendance. German Olivera, Jakub Olejniczak, and Viktor Yashchyshyn were also in attendance.

A motion was made by Mr. McFarland, seconded by Mr. Ruzicka and approved by the board members to accept the minutes of the May 2, 2023, board meeting with the following revisions:

On page 1, paragraph #3, 3rd sentence is changed to: There was a lot of interest in other community activities, including a potential "Touch the Truck" event that may be held with assistance of a community Newtown volunteer fire fighter.

On page 1, paragraph #3, 4th sentence is changed to: Mr. Ancona thanked them for organizing and making the Easter Egg Hunt a success for the community and setting up a table to have residents cast their votes for the board of director needed for the annual meeting.

On page 1, 5th paragraph, 1st sentence is changed to: Mrs. Lukomski is working to have the pool ready to be opened.

On page 1, 5th paragraph, 4th sentence is changed to: Mr. McFarland or Mrs. Lukomski will email Fox to tell them to only remove the cover, but not do the tiling as previously discussed.

On page #2, 2nd paragraph, the 4th sentence is changed to: It was decided that the board will discuss and vote on the proposal at a future meeting.

On page #2, 4th paragraph is changed to: Mr. Ancona reported the north basin maintenance work was completed by Enviro Air Technologies LLC and looks great.

MEMBER PARTICIPATION

Mr. Yashchyshyn, inquired about the outcome of the vandalism of the pool last year. Mr. Ancona informed him that the four juveniles were caught due to the video system and lights installed in the pool area. They were prosecuted and have made financial recuperations for the damage. They also all completed their 20-hour court ordered community service to clean out the Manor House, which saved our community a lot of money. Mr. Ancona told him to check our website for current updates on ongoing issues and other information. He also mentioned his concern about any future damage to our community property being financially recovered by the offenders. Mr. Ancona said that when caught, the association does prosecute the offenders. Mr. Ancona asked Mr. Ehmann to add a paragraph on our website stating that anyone who damages Newtown Crossing Community property will be fully prosecuted of the law.

Mr. Yashchyshyn and Mr. Olejniczak mentioned their concerns about the youth needing open areas where they can gather to play sports, etc. at locations other than on the streets where they can damage the residents' properties. Mr. Ancona spoke about the possibility of posting signs stating "NO BALL PLAYING per NCCA by-laws" around the neighborhood at a later date if the problem continues. The residents will need to inform the kids about the rule if they see the problem happening.

They also asked about the plans to repair the tennis and basketball courts to give the teenagers and other residents somewhere to play sports. See the update below under Old Business with the information on this topic.

TREASURER'S REPORT

Mr. Donatelli presented the preliminary copy of the 2022 Audit that was completed by DeGrouchy, Siefer & Company. He reviewed the figures with the board members. After a discussion, a motion was made to approve the 2022 preliminary Audit by Mr. Ruzicka, seconded by Mr. McFarland and approved by all the directors present.

CORRESPONDENCE

Mrs. Hepp reported she had phone calls from residents as follows:

Patrick Pierson from 120 Chesapeake Dr. called with concerns about many big yellow dump trucks driving on Mill Pond Drive which he believes are coming thru our neighborhood illegally from the new Mayfield development at Buck Rd. and Newtown Bypass. She told him to contact Newtown Township Police for them to monitor the situation and issue tickets if applicable.

Boris Gutman of 5 Brentwood Ct. called complaining his neighbor has farm animals (chickens, bees & homing pigeons) on his property. Mrs. Hepp suggested calling Newtown Township for them to investigate.

Sue Myers, 71 King Charles Lane called with questions needed for the reverse mortgage company for her mother, Marie Eelles 60 King Charles Lane. She answered the few questions they required.

POOL

Mrs. Lukomski reported that the damaged tiles have been replaced and caulked by herself, Mr. Hewski and Mr. Ruzicka. We want to thank Mr. & Mrs. McFadden for power washing the pool area and Mr. Gehert for re-constructing the information box at the pool entrance.

The pool had to be shut down for the weekend of June 3rd due to a maintenance problem with the filtering system. The repair estimate is \$ 14,000 and is expected to be completed by the June 10th weekend for the pool to reopen.

Mrs. Lukomski noted that 75 children have registered for the Swim team. The team has 2 home meets are July 5th and July 26th. She obtained the liability insurance policy to cover the swim team for the season.

Mrs. Lukomski has currently received one reservation for a pool party.

There was one resident with an overdue HOA balance that was informed he had to clear up the balance before having access to the pool. The resident was told to contact the treasurer, Mr. Donatelli, by email for further information.

Mrs. Lukomski has received some donations from residents who would like to have additional chairs and umbrellas available at the pool. Mr. Ancona asked her to keep a record of the donations, who gave them, and how the funds were spent.

RECREATION—None

MAINTENANCE

The North basin work has been completed and the @ \$13,900 cost will be accounted from the unrestricted fund.

MANOR HOUSE AND CARRIAGE HOUSE

Mrs. Dettra reported that there are currently four rentals scheduled for June as follows:

June 3, 2023 by Joseph Mannino from 13 Hidden Valley Lane

June 9, 2023 by Tara Priore from 133 Commonwealth Drive

June 24, 2023 by Donna Raimondo from 113 Commonwealth Drive

June 30, 2023 by Scott Nester from 41 Franklin Court

There were no repairs needed or scheduled for July.

There was a discussion about the Carriage House rental fee. After the discussion, it was decided the current agreement for the rental fee is still a competitive amount for this area. McFarland will contact the tenants to explain the fee schedule.

ARCHITECTURAL CONTROL

Mr. Ruzicka reported the following five architectural control permits were approved by the board of directors:

German Olivera 2 Candlewood Ct Patio

William Rommel and Claudia Rommel Knott 33 York St Roof

Judith Ulinsky 120 E. Hanover St Painting Siding

Anton Stassiy 19 York St Replacement of Deck boards

Hannah Rupp and Dante Romeo 25 Canterbury Ct Landscaping, paint shutters

Mr. Ruzicka also stated John Moran will not be mowing the grass this week due to the dry conditions but will be doing some extra work around the community, including treating the Ash trees on June 20th.

Mr. Ruzicka said there are people starting to dump tree stumps and grass clippings in the common area off Mill Pond Road in the area across from Chestnut Drive. Mr. Ancona will investigate getting signs to post stating there is no dumping allowed on common grounds.

SOCIAL

Mr. Ancona will ask his neighbor Freeda if she is planning any community activities for the 4th of July or during the summer and report to Mr. Ehmann to add to the summer newsletter if necessary.

PUBLICITY

Mr. Ehmann will post on the website any information if there are any upcoming social events. He will also send out the summer newsletter to the residents.

NEW BUSINESS

There was a discussion about hiring a pool company to come out to assess the current conditions of the pool equipment, filtration system in the pump house, PVC pipes, chlorination system, etc. so the board members will have an idea of any future repairs they may need to handle and budget for 2024. There was an estimate received several years ago but it was decided to have Mrs. Lukowski obtain a few new estimates.

OLD BUSINESS

There was a discussion concerning the repair of the tennis and basketball courts. Mr. McFarland has obtained an estimate from NJPS Court Builder, Inc. for a total of \$ 113,710 to resurface the tennis courts for possible use for both tennis and pickle ball and resurface the basketball court for possible use for basketball and soccer. The basketball courts would need to have some kind of barrier added at the open sides to avoid balls going into the neighboring yards and the Manor House property. It was decided to continue investigating the options and report back with additional details since it will be a large expenditure for our community.

Mr. Ancona researched the memorial bench and plaque for James Downey that will be placed on a cement pad at the common ground area located at Mill Pond Rd and Chestnut Dr. The estimate for the bench and plaque totals approximately \$ 1,844. Mr. McFarland made a motion to proceed with the bench and plaque, seconded by Mr. Ruzicka and passed unanimously by the board members.

There was a discussion concerning how to handle the residents who have delinquent HOA fees. Mr. Ancona said he has received an estimate from Kimberly N. Barron, Esquire from Begley, Carlin and Mandio for legal services including preparing default letters, property liens, etc to obtain these payments. The fees for services are \$ 200 per property lien with the other services billed at \$250 per hour. The board members agreed to move forward with the process. Mr. Ancona will contact Ms. Barron to engage her services. With no further business, a motion was made by Mr. Ruzicka and seconded by Mr. McFarland and passed by the directors to adjourn the meeting at 10:11 pm.

The next regular meeting will be held on Tuesday, July 11, 2023, 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

July 11, 2023

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, July 11, 2023, in the Spring House. The meeting was called to order at 7:34 pm by the president, Peter Ancona, with the following Board members and officers present: Michael McFarland, Carl Ruzicka, Katie Lukomski, Robert Hewski Bob Donatelli, Susan Hepp and Fred Ehmann. Justin Lewis and Bruce Collier were also in attendance.

A motion was made by Mr. Ruzicka, seconded by Mr. McFarland and approved by the board members to accept the minutes of the June 6, 2023 board meeting with the following revisions:

On page #1, 3rd paragraph, line #4 changed to: Mr. Ancona advised him and other residents to check our website Newtowncrossing.info for current updates on ongoing issues and other information.

On page # 1, line #11 changed to: Mr. Ancona spoke about the possibility of posting signs stating "NO BALL PLAYING" around the neighborhood later if the problem continues but advised that the residents will still need to inform the kids about the rule if they see the problem happening.

On page #2, line #2 changed to: She also wanted to thank Mr. & Mrs. McFadden for power washing the bathrooms and Mr. Gehret for re-constructing the information box at the pool entrance.

On page #2, 5th line is changed to: The repair estimate is \$ 1,400 and is expected to be completed by the June 10th weekend for the pool to reopen.

On page #2, line #12 is changed to: The team has 2 home meets on July 6th and July 20th.

On page #2, paragraph #5 line #2 is changed to: After discussion, it was decided to continue the current schedule for leases until further notice. Mr. McFarland will contact the tenants to explain the fee schedule and the comparative analysis results.

On page #2, last paragraph, line #2 is changed to: He also reported treating the Ash trees will occur on June 20th.

On page #3, line #1 is changed to: Mr. Ancona will ask his neighbor Freda Gowland if the Social Committee is planning any community activities for the 4th of July or during the summer and report to Mr. Ehmann to add to the summer newsletter if necessary.

TREASURER REPORT

Mr. Donatelli distributed and reviewed the April 2023 and May 2023 Profit and Loss Statements. Income for the month of April totaled \$ 22,271.05 and operating expenses totaled \$ 18,761.82. Income for the month of May totaled \$ 44,083.43 and operating expenses totaled \$ 15,475.54.

Mr. Donatelli distributed the final audit for 2022 completed by deGrouchy, Sifer and Company. The audit had been reviewed and approved at the June 6th meeting. A

A motion was made by Mr. Ancona to approve the representation letter provided by deGrouchy, Sifer and Company. It was seconded by Mr. Hewski and approved unanimously by the board of directors.

A motion to approve the representation letter provided by deGrouchy, Sifer and Company was made by Mr. Ancona, seconded by Mr. Hewski, and was approved unanimously by the board of directors.

MEMBER PARTICIPATION

Justin Lewis of 140 E Hanover St inquired if his ACC permit was received to replace his roof and gutters. Mr. Ruzicka informed him it was just received. The board of directors approved his permit.

Bruce Collier of 208 Commonwealth Dr. asked if the parking pad near 200 Commonwealth Dr. can be resurfaced due to its current poor condition. Also, the Forsythia bushes next to the parking pad are very overgrown and need trimming. Mr. Ancona said he will check the condition and ask Jon Moran to trim the bushes.

Mr. Collier also inquired about if the leash law is NCCA's or Newtown Township's since there is a problem with residents not picking up after their dogs. Mr. Ancona advised the residents to call the Newtown Township police when they see a repeat violator since it is their leash law. He also mentioned you should try to have the person's name before you call the police to report it.

CORRESPONDENCE

Mr. Ruzicka received an email from Loreen Albright stating a branch from a common ground tree is hanging over her house. He informed the resident that our policy is to remove dead trees on common grounds, not trim the branches of healthy trees. Residents are allowed to trim the branches on their property at their own expense.

Mrs. Hepp reported she received a call from Virginia Clarke concerning a family of foxes in her yard. Mrs. Hepp informed her to call Newtown Township's Animal Control to ask for assistance. The resident should check our website: Newtowncrossing.info to obtain the information.

Mrs. Hepp also had a call from Joe Adams concerning who to notify that a streetlight is out on his street. She informed him to call Newtown Township Public Works department with the number on the pole. The resident should check our website: Newtowncrossing.info to obtain the information.**POOL**

Mrs. Lukomski reported the pool rental was a successful event; the family and guests were very happy with the party.

She also mentioned that there is a bench that needs to be repaired and the rope needs to be replaced. She will replace the rope with one we have in stock.

Mrs. Lukomski stated the pool inspection for Bucks County was done. Fox replaced the flow valve to obtain the inspection's authorization.

Mr. Ancona thanked her for all her time she spends on pool issues for the community's enjoyment.

RECREATION - none

MAINTENANCE

Mr. Ancona reported that Jon Moran trimmed the Arborvitaes and Forsythia bushes around parking pads. Mr. Moran also filled in a few sink holes that had become problems.

MANOR HOUSE/CARRIAGE HOUSE

Mrs. Dettra reported she purchased a set of snack tables to be used in the Manor House.

Mr. McFarland made a motion to refund Donna Raimundo's payment since she needed to cancel her June 24th rental due to a family emergency. It was seconded by Mr. Ruzicka and was approved unanimously.

ARCHITECECTURAL CONTROL

Mr. Ruzicka reported that the following architectural control permits were approved by the board of directors:

Robert Hewski—149 Commonwealth Dr.—Roof

Justin Lewis—140 E. Hanover St.—Roof

SOCIAL - none

PUBLICITY

Mr. Ehmann reported the summer newsletter was sent out. The board members were happy with the high percentage of 70.1 % out of 630 were opened.

OLD BUSINESS

The board continued their discussion concerning the plans to resurface the tennis and basketball courts. When a decision is reached, there will be information sent to our residents for their feedback.

Mr. Ancona inquired about the process to recover overdue HOA fees from residents. After a discussion, it was decided some board members and Mr. Donatelli will meet with an attorney for clarification and to discuss beginning the process. Mr. Ehmann will post an article concerning the process on the website for residents' reference.

NEW BUSINESS – none

With no further business, the meeting was adjourned at 9:45 pm.

The next regular meeting will be held on Tuesday, August 1, 2023, 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

AUGUST 1, 2023

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, August 1, 2023, 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, Carl Ruzicka, Robert Hewski Bob Donatelli, Susan Hepp and Fred Ehmann. Katie Lukomski was not in attendance. The following residents were also in attendance: Mike and Candy Harvey, Dana Conboy, Travus Gehret, Bruce Collier, Jake and Rachal McFadden and Barbara Ehmann.

A motion was made by Mr. McFarland seconded by Mr. Ruzicka and approved by the board members to accept the minutes of the July 11, 2023 board meeting with the following revisions:

Delete the 4th paragraph under Treasurer Report on page #1.

Change the 2nd line in the 3rd paragraph on page #2 under Pool to: Fox replaced the flow valve to satisfy the inspector's concern.

Change the 1st line, 1st paragraph on page #2 under Maintenance to: Mr. Ancona reported that Jon Moran will trim the Arborvitaes near the playground and around the parking pads.

Change the 2nd line, 2nd paragraph on page #2 under Old Business to: After a discussion, it was decided that available board members and Mr. Donatelli will meet with our attorney for process clarification and to discuss beginning the process.

Delete the 3rd paragraph on page #3 under Old Business.

MEMBERS PARTICIPATION

Mr. & Mrs. Harvey and Ms. Conboy brought 2 Architectural Control applications requesting approval for fences on their properties. The applications were approved by the board members.

Mr. & Mrs. McFadden spoke with concerns about people not picking up after their dogs and dogs being on the playground or off a leash. Mr. Ancona suggested the residents should contact Newtown Township code enforcement department with details of the persons so they can contact the individual for enforcement of their rules.

Mrs. McFadden also mentioned there is an interest in the community in having swimming lessons at the pool next year. Mr. Ancona suggested she put together a proposal to bring to the board of directors to be analyzed for future funding.

Another topic brought up is a request for approval to have movie nights on the lawn near the Manor House. The board agreed to authorize this activity and to fundraise with food/drink sales to cover the expenses. It was also discussed about a Fall Festival to be scheduled for October 21 at the Manor House. The board of directors approved the activity, fundraising and food truck parking in the pool parking lot. It was decided the use of a firepit is denied due to fire and insurance issues. The request for \$100 to cover the expenses was approved by the board of directors. Mr. Ancona and Mr. Donatelli discussed with Mrs. McFadden the parameters for fundraising recording and about presenting it under the social committee for the 2024 budget. The board of directors approved a 2024 Easter Egg Hunt.

There was a discussion concerning the idea of implementing a Capital Contribution fee for new homebuyers in Newtown Crossing Community. This additional fee would not affect the current homeowners and would help maintain the upkeep of our community grounds and buildings. Mr. Ancona suggested this topic be tabled until a future meeting when there is more time to look into the details.

Mrs. McFadden mentioned the continuing community cleanups organized by Mr. Gehret with the next one scheduled for August 22 including the Kona pizza food truck. Mr. Ancona thanked Mr. Gehret and the residents for helping with the cleanups. During the cleanup sessions, it was noticed one of the trash receptacles is breaking and needs to be fixed, so Mr. Ancona volunteered to give them the materials left over from when he initially repaired them.

TREASURER REPORT

Mr. Donatelli distributed and reviewed the June 2023 Profit and Loss Statements. Income for the month of June totaled \$ 14,937.32 and operating expenses totaled \$ 27,147.44.

CORRESPONDENCE – None

POOL – none

RECREATION

Mr. McFarland reported he expects to have the revised estimate available for the renovations of the tennis and basketball courts to be voted on at the September board meeting.

MAINTENANCE

Mr. Ancona reported that Jon Moran inspected the recently repaired sink holes and determined they are stable.

MANOR HOUSE & CARRIAGE HOUSE

Mrs. Dettra reported there are two scheduled rentals for October on the 8th and the 21st . The October 21st rental is reserved for the NCCA Fall Festival. There were no repairs needed during August.

ARCHITECTURAL CONTROL

Mr. Ruzicka reported that the following architectural control permits were approved by the board of directors:

Michael Harvey—111 Union St.—Fence

Dana Conboy—121 Union St.—Fence

SOCIAL

Mr. Ancona reported there was a pool party held in July and they expect two more to be scheduled during August.

PUBLICITY

Mr. Ehmann reported he is working on the Fall Newsletter and he looks forward to receiving photos and information on current activities to include in the newsletter.

OLD BUSINESS

Mr. Ancona shared that he installed the bench in memory of Jim Downey along Mill Pond Road and is expecting to receive the plaque soon. After the plaque is put on the bench, he will schedule a ribbon cutting to memorialize Jim Downey. Mrs. Downey and the board of directors expect to be in attendance and all residents are also welcome to attend.

Mr. Ancona also reported board members met with our attorney to discuss the process to collect overdue HOA fees. The meeting was very informative and the process will be started shortly.

Mr. Ancona inquired about the status of the pool pump house repair estimates. Mr. Ruzicka made a motion to accept the \$5,200 proposal from Hale & Son that was received previously. After Mr. Hewski seconded the motion, the motion was passed unanimously.

NEW BUSINESS

Mr. Ancona stated he has received phone calls from residents complaining about a few residents who have RV's stored on their properties in front of their homes. Since this is not allowed by Newtown Township's rules, it was decided we will send a letter to Newtown Township Zoning Department to monitor this issue and ask if they will send letters to the residents informing them of the regulations to park their RV's behind the front line of their homes. With no further business, the meeting was adjourned at 9:40 pm.

The next regular meeting will be held on Tuesday, September 5 , 2023, 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

SEPTEMBER 5, 2023

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, September 5, 2023, 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, Carl Ruzicka, Robert Hewski Bob Donatelli, Susan Hepp and Katie Lukomski. Fred Ehmann was not in attendance. The following resident was also in attendance: Rachal McFadden.

A motion was made by Mrs. Lukomski, seconded by Mr. Ruzicka and approved by the board members to accept the minutes of the August 1, 2023 board meeting with the following revisions:

The 4th line under Members Participation is corrected to read “on the playground or off leash”. The 4th paragraph, 3rd line under Members Participation to read “decided the use of a fire pit is denied due to fire and insurance issues”.

The 6th, 7th & 8th lines under the 1st paragraph on the 2nd page is corrected to read “the residents for helping with the cleanups. During the cleanup sessions, it was noticed one of the trash receptacles is breaking and needs to be fixed, so Mr. Ancona volunteered to give them the materials left over from when he initially repaired them.”

MEMBERS PARTICIPATION

Mrs. McFadden inquired about the update on the plans for the tennis and basketball courts update. Mr. McFarland said he will address this matter later during the meeting.

TREASURER REPORT

Mr. Donatelli distributed and reviewed the July 2023 Profit and Loss Statements. Income for the month of July totaled \$ 47,817.84 and operating expenses totaled \$ 26,250.47.

CORRESPONDENCE—None

POOL

Mr. Ancona stated the pool season went very well, and thanked Mrs. Lukomski and Mr. McFarland for all their work. He asked Mrs. Lukomski to obtain estimates to replace the chlorinator. Mr. Ancona also reported he contacted Hale and Sons to repair the pump house that was voted on at the August meeting. They will coordinate the timing with Mrs. Lukomski. Mr. Hewski inquired about Mrs. Lukomski obtaining an estimate from Fox to replace the plumbing in the pump house to avoid any future water damage. She will contact Fox again to obtain the estimate. Mr. Ancona requested Mrs. Lukomski to contact Fox to schedule the closure of the pool as soon as possible.

There was a discussion about revising the process of issuing the annual pool tags. The issue of tenants obtaining pool tags when the owners have overdue HOA fees needs to be revised. Mrs. Lukomski will investigate streamlining the process to be easier and more accurate. Mr. Hewski would like to go digital, so he will investigate the possibility.

Mrs. Lukomski said there was one pool rental in August that went very well.

RECREATION

Mr. McFarland presented an estimate totaling \$ 113,710. from NJPS to resurface the tennis and basketball courts. There was a lengthy discussion that included a concern about a warranty of two years to fix any repairs and the option of dividing the project to resurface the basketball/foosball courts first, then the tennis/pickleball courts renovation. The basketball courts would be resurfaced by Platinum who had previously presented an estimate in the amount of \$ 21,000. Many of the board members are interested in investigating the idea of two projects. Mr. McFarland will contact Platinum for an updated estimate to repave the basketball court. Mr. Ancona requested Mr. McFarland to contact NJPS to ask them to meet with the board members for a technical presentation.

MAINTENANCE-

Mr. Ancona reported the sink hole near the playground needs to have more substantial repairs done since it continues to need repairing. Mr. Ancona will contact Jon Moran to see if he's able to do this repair. Mr. Ancona mentioned the playground has a piece of the pull-up bar that is cracked and will need to be replaced. He will investigate who the company was that installed the original equipment to make arrangements for replacement for that piece. Currently there is a caution tape around it. Mr. Ancona also reported that some of parking pads will need to be repaved in 2024.

MANOR HOUSE & CARRIAGE HOUSE

Mrs. Dettra reported there are two rentals for the Manor House:

10-1-23 Raif Bucar—131 Hidden Valley Lane—10-21-23

Rachel McFadden—NCCA's Fall Festival

She thanked Travus Gehret for his Facebook post about the Manor House, the photos were a big attraction. She stated she has had many interested people contact her about possible rentals.

There were no repairs needed during August.

ARCHITECTURAL CONTROL

Mr. Ruzicka reported that there were no new architectural control permits processed this month.

SOCIAL

Rachel McFadden announced The Newtown Crossing Community Association will be hosting a Fall Festival on October 21st at the Manor House. There will be many family activities and we are hoping to have good neighborhood attendance. Mr. Ancona reported that Mrs. Strange told him she is planning another event in the fall to be held near the pool area as a finale to the season. Mr. Ruzicka mentioned she also told him she will be transitioning to a supportive role when Mrs. McFadden becomes chairperson for the social committee soon.

PUBLICITY: none

OLD BUSINESS

Mrs. Hepp discussed the issue of RV parking and informed the board members that Newtown Township Zoning department sent out letters to the three offenders to move the RV's behind the front line of their house per the township zoning requirements or they will be fined. Mr. Ancona asked Mrs. Hepp to forward the information to Mr. Ehmann to post on the website. Mrs. Hepp also reported she spoke with the township concerning cars being parked on community parking pads or streets that are not inspected, registered or operable. She was told if the cars have a valid inspection or valid registration, the car is not considered to be abandoned. If the car is abandoned, the township will send a letter to the owner to remove the car, or it will be towed at their expense.

The process to handle the delinquent residents with overdue HOA fees was also discussed. Mr. Ancona will revise the document after board members review it themselves. NEW BUSINESS – None With no further business, Mrs. Lukomski made a motion to adjourn the meeting at 10:05 pm, the motion was seconded by Mr. Ruzicka and the motion passed unanimously. The next regular meeting will be held on Tuesday October 3, 2023, 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

OCTOBER 3, 2023

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, October 3, 2023, in the Spring House. The meeting was called to order at 7:33 pm by the vice president, Michael McFarland, with the following Board members and officers present, Carl Ruzicka, Robert Hewski, Katie Lukomski, Bob Donatelli, Fred Ehmann, and Susan Hepp. Peter Ancona was not in attendance.

A motion was made by Mrs. Lukomski, seconded by Mr. Ruzicka and approved by the board members to accept the minutes of the September 5, 2023, board meeting with the following revisions:

Correct the second sentence of the sixth line under recreation to read as follows: Mr. McFarland will contact Platinum for an updated estimate to repave the basketball court.

MEMBER PARTICIPATION: None

TREASURER'S REPORT: Mr. Donatelli distributed and reviewed the August 2023 Profit and Loss Statements. Income for the month of August totaled \$ 21,795.62 and operating expenses totaled \$ 21,654.05. A motion was made by Mr. Hewski, seconded by Mr. Ruzicka and approved by the board directors to transfer \$7,000 from the Manor House special assessment account to the account for storm damage maintenance for 2023.

CORRESPONDENCE – None

POOL: Mrs. Lukomski reported the pool has been closed but not winterized yet. She has received three quotes for the needed sanitization project. It was decided the discussion will be continued at a later meeting. She is currently working with contractors to obtain a list of items, including the filter system, that need to be replaced in the pump house. After a discussion concerning the options available, it was decided to table the discussion to a later date.

RECREATION: None

MAINTENANCE: Mr. Ruzicka reported that one section of the gutter on Manor house was re-routed to alleviate water back up on the ground. There was also a section of the wooden gutter repaired and some roof shingles and flashings were replaced.

MANOR HOUSE:

Mrs. Dettra reported there are three upcoming Manor House rentals scheduled as follows:

10-15-23—Princess Lane

10-21-23—NCCA Fall Festival

11-18-23—104 Commonwealth

ARCHITECTURAL CONTROL

Mr. Ruzicka reported there were two approved ACC applications for the owner of 33 York St.; one for a deck off 2nd floor and another one to replace the sliding glass door.

SOCIAL- None

PUBLICITY

Mr. and Mrs. Ehmann reported they are working on the fall newsletter and are looking for more information to post concerning the Fall Festival scheduled for October 23rd and any other activities or information helpful for the residents.

OLD BUSINESS

Mrs. Hepp reported that Newtown Township Zoning officer has sent out letters to the owners of two RV's parked in their front yards. She will be verifying the owners have complied with the requirement to move the RV's behind the "front line" of their home. They will be fined daily if they don't comply with this request to move the RV's.

NEW BUSINESS: none

With no further business, the meeting was adjourned at 8:18 pm.

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

Respectfully submitted,

Susan Hepp, Secretary

cc: Board of Directors, Officers, Committee Chairmans

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

November 7, 2023

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, November 7, 2023, 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, Katie Lukomski, Bob Donatelli, Fred Ehmann, and Susan Hepp. Robert Hewski was not in attendance.

A motion was made by Mr. Ruzicka, seconded by Mr. McFarland, and approved by the board members to accept the minutes of the October 3, 2023, board meeting with no revisions.

MEMBER PARTICIPATION: None

TREASURER REPORT:

Mr. Donatelli reviewed the 2024 budget. After discussion he proposed the approval of the 2024 budget in the amount of \$ 314,900 in which the assessments will remain the same \$ 38 per month or \$ 114 per quarter; the monthly breakdown of assessments is as follows:

| | |
|-------|---|
| \$ 24 | Operating expenses |
| \$ 3 | Tennis Courts |
| \$ 3 | Trees |
| \$ 1 | Manor House/ Spring House/ Carriage House Repairs |
| \$ 3 | Pool Purification Reserve |
| \$ 1 | Common Grounds, Parking Pads |
| \$ 1 | Sidewalks |
| \$ 2 | Manor House Complex Roofs Reserve |
| \$ 38 | Total Assessments |

Mr. McFarland made a motion to approve the 2024 monthly assessment rate of \$ 38 per month with the breakdown as listed above. Mr. Ruzicka seconded the motion, and a vote was called: Mr. Ancona, yes; Mr. McFarland, yes; Mr. Ruzicka, yes; Mrs. Lukomski, yes. The motion carried unanimously.

Mr. McFarland made a motion to approve the treasurer's proposed 2024 budget in the amount of \$ 314,900. Mr. Ruzicka seconded the motion, and a vote was called: Mr. Ancona, yes; Mr. McFarland, yes; Mr. Ruzicka, yes; Mrs. Lukomski, yes. The motion carried unanimously.

CORRESPONDENCE: None

POOL: Mrs. Lukomski reported the pool has been winterized and will be storing the remaining furniture on November 8th. Hale and Sons are expected to start the repair of the pump house on November 8th and will be finished shortly.

RECREATION:

Mr. McFarland reported the final maximum costs estimate for the renovation of the tennis and basketball courts is \$ 119,500. Mr. Ancona mentioned the idea of setting up one tennis court for only tennis use, one tennis court for only pickle ball use, and one tennis court a mixed-use court. Mr. McFarland agreed with this could be a good possibility. After further discussion, it was decided to contact NJPS Court Builder, Inc. so we can have the project scheduled in early spring 2024. Mr. McFarland made a motion, seconded by Mrs. Lukowski to contract NJPS Court Builder, Inc. for the resurfacing and repair of the tennis and basketball courts to include pickleball courts in the amount of \$113,710. The motion was carried by the majority of the board members in favor. Mr. Hewski, who was not in attendance, wanted to be on the record stating that any option that doesn't include a new layer(s) of asphalt after crack repair would be a mistake.

Mr. McFarland will contact the contractor to obtain a drawing of the expected finished courts so Mr. Ehmann can post it on the website and send an email for the community to review.

MAINTENANCE:

A resident of S. Lancaster Lane contacted Mr. Ruzicka concerning a water issue between his property and his neighbor's property. After Mr. Ruzicka and Mr. Ancona examined the area, Mr. Ancona stated the solution would be to re-establish the swale between S. Lancaster Lane, W. Hanover St. and Churchill Lane. Mr. Ancona contacted EnviroAir to obtain an estimate for 2024.

MANOR HOUSE:

Mrs. Dettra reported there are four upcoming Manor House rentals scheduled as follows:

- 11-18-23 104 Commonwealth Dr
- 12-3-23 5 Chestnut St
- 12-9-23 406 Union St
- 12-23-23 41 Franklin Ct

She also reported that Ned's Gutter Cleaning Service is scheduled to clean the Manor House gutters after Thanksgiving.

Mrs. Dettra thanked Mr. McFarland for having the Manor House toilets repaired and for ordering the new battery for the alarm system. Mr. McFarland stated George McCloskey repaired the issues for a cost of \$225. She also stated there are some broken windows in Manor House and Spring House that need repairing.

Mr. McFarland reported he met with George Hepp from Hepp Electric, Inc. concerning installing new ring cameras around the Manor House. Mr. McFarland stated to be able to record videos, the current internet will need to be updated to reach the Manor House. He explained the best option would be to update to an internet plan that is strong enough to reach the pool area, the Manor House, the Spring House, and the Carriage House. He will investigate the options and report back to the board of directors.

ARCHITECTURAL CONTROL:

Mr. Ruzicka reported there were three approved ACC applications as follows:
 Julianna Harpine, 146 Commonwealth Dr.—Replace bricks on the front with siding
 Shaaban and Leticia ElNaggar, 35 York St.—Windows replacement
 Helen and Steve Batchelor, 5 Delaware Ct.—Roof replacement

SOCIAL:

There was a discussion about the possibility of hosting a Holiday Party for the community. Everyone agreed it would be nice to have one since last year's party was so successful. It was decided Sunday, December 17th would be the best date. Mr. McFarland agreed to organize the party and stated he will need volunteers to help decorate, etc. He will also contact Mrs. Dettra to reserve the date for the Manor House.

PUBLICITY:

Mr. Ehmann reported the Fall Newsletter was sent out.

OLD BUSINESS: None

NEW BUSINESS: None

With no further business, the meeting was adjourned at 8:53 pm.

The next regular meeting will be held on Tuesday December 5, 2023, starting at 7:30 p.m. in the Spring House.

Respectfully submitted,

Susan Hepp, Secretary

cc: Board of Directors, Officers, Committee Chairman

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

DECEMBER 5, 2023

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, December 5, 2023, in the Spring House. The meeting was called to order at 7:31 pm by President, Peter Ancona, with the following Board members and officers present, Carl Ruzicka, Michael McFarland, Robert Hewski, Katie Lukomski, Bob Donatelli, Fred Ehmann, and Susan Hepp. Barbara Ehmann was also in attendance.

A motion was made by Mr. Ruzicka, seconded by Mr. McFarland and approved by the board members to accept the minutes of the November 7, 2023 board meeting with the third and fourth lines under Maintenance changed to read: Mr. Ancona stated the solution would be to re-establish the swale between S. Lancaster Lane, W. Hanover St. and Churchill Lane.

MEMBER PARTICIPATION: None

TREASURER'S REPORT:

Mr. Donatelli distributed and reviewed the September 2023 Profit and Loss Statements. Income for the month of September totaled \$9,687.25 and operating expenses totaled \$21,640.40. He also reviewed the October 2023 Profit and Loss Statements. Income for the month of October totaled \$38,783.05 and operating expenses totaled \$ 9,508.60.

CORRESPONDENCE: None

POOL: Mrs. Lukomski reported Hale & Sons are currently working on the repairs of the pump house. She also presented an estimate from Fox Pool Management in the amount of \$46,950.00 for the pool contract for the summer 2024. The amount is over the budgeted costs for 2024. After a discussion of the details, she will contact them to revise the contract and request a reduction of the fee due to the changes being made. Mr. Ruzicka will send Mrs. Lukomski the rewording of the contract concerning the draining of the pool.

RECREATION:

Mr. McFarland obtained another estimate from Keystone Sports Construction of between \$300,000 and \$ 350,000. Mr. Hewski and Mr. McFarland met with them for an additional option. This contractor said the job basically needs to be a rebuild except for the foundation. After a discussion, the board members decided to continue with the original NJPS Court Builder, Inc due to our the budget. The board members majority agreed to stay with the original estimate.

MAINTENANCE:

Mr. Ancona and Mr. Ruzicka met with EnviroAir in reference to the swale repair work. They will be sending us an estimate. Mr. Ruzicka met with O'Brien's Tree Service concerning an old Oak tree located on common ground near 135 – 137 Canterbury Court. He obtained an estimate of \$ 5,700 to take down the tree since it rotted all the way through. A motion was made by Mr. Ruzicka to approve the payment to O'Brien's Tree Service and was seconded by Mr. McFarland; the motion carried unanimously.

MANOR HOUSE:

Mrs. Dettra reported there are four rentals currently scheduled – 12/3, 12/9, 12/16 and 12/23. The 12/16 is reserved for the Newtown Crossing Community Association's Holiday Party. She will also have the annual fire inspection scheduled in January.

ARCHITECTURAL CONTROL:

Mr. Ruzicka reported there was one approved ACC application for the owner of 5 King Charles Lane for a fence replacement.

SOCIAL:

Mr. McFarland reported that the NCCA Holiday party is scheduled for Saturday, December 16th to be held at the Manor House.

PUBLICITY:

Mr. Ehmann sent out an email to the residents about the holiday party scheduled on December 16th. It was decided to move the timing of the winter newsletter to late fall to advertise the holiday party.

OLD BUSINESS:

After a discussion, a motion was made by Mr. Ruzicka and seconded by Mr. Hewski, to reimburse Mr. McFarland for \$158 he paid for the removal of a Wasps nest located on the Manor House.

NEW BUSINESS:

Mrs. Lukowski inquired about the possibility of adding a fee for a buy in charge to the 5407 resale forms. Mr. Hewski volunteered to consult with Mr. Gehret, a local realtor, for information. The board members will discuss this idea after Mr. Hewski reports back.

Mr. Ruzicka reported a letter needs to be sent to 330 E. Hanover concerning the debris stored behind their fence on the common ground. Mrs. Hepp will send out a notice to remove the debris within 30 days.

Mr. Ancona announced he will not be seeking re-election when his term expires in April, 2024 due to personal reasons.

With no further business, the meeting was adjourned at 9:11 pm.

The next regular meeting will be held on Tuesday January 2 , 2023, starting at 7:30 p.m. in the Spring House.

Respectfully submitted,

Susan Hepp, Secretary

cc: Board of Directors, Officers, Committee Chairmans

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

JANUARY 2, 2024

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, January 2, 2024, in the Spring House. The meeting was called to order at 7:35 pm by President Peter Ancona, with the following Board members and officers present, Carl Ruzicka, Robert Hewski, Katie Lukomski, Bob Donatelli, Fred Ehmann, and Susan Hepp. Barbara Ehmann was also in attendance. Michael McFarland was not in attendance. It was decided the December 5, 2023, Board Meeting minutes will be voted on at the February Board Meeting after everyone has a chance to review them.

MEMBER PARTICIPATION: None

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the November 2023 Profit and Loss Statements. Income for the month of November totaled \$27,801.05 and operating expenses totaled \$15,750.06.

CORRESPONDENCE

Mrs. Hepp reported she mailed a letter on December 19th to the owner of 330 E. Hanover stating he needs to remove the debris behind his fence that is on common ground before 30 days. After 30 days, she will notify Mr. Ruzicka to verify if this issue has been resolved or if the board will need to take further action.

Mr. Hewski reported he received a phone call from the owner of 1 E. Hanover St. stating his neighbor is unhappy with his trailer in the back yard and is wondering what the rules are concerning RV parking. After discussion, the board members agreed since the trailer is located behind the front plain of his house he is not in violation.

POOL

Mr. Ancona said the pump house renovation has been completed by Hale & Sons and the repairs look good. Mrs. Lukomski reported she contacted Fox Pool Management concerning the pool contract, requested some changes and decreasing the total cost. She was told they cannot decrease their charges for the 2024 season since we already receive the lowest fees. Mr. Ancona stated we will need to reallocate some money in the budget to cover these expenses.

RECREATION

Mr. Ancona reported he has spoken with the manufacturer of the damaged gym equipment at the playground. The manufacturer will be sending a new replacement piece which is expected to be covered under the warranty.

Mr. Donatelli reported the next step in the tennis/basketball courts renovation is to submit the loan application for an unsecured personal loan to Univest. The application needs to be signed by the president, vice-president and the treasurer. This will be completed as soon as possible when Mr. McFarland is available. After the loan is approved and the funds are deposited, Mr. McFarland will sign the contract with NJPS Court Builder, Inc. to get on their schedule to begin the renovation in the spring.

MAINTENANCE

Mr. Ancona will start checking the status of the common ground sidewalks that may need to be repaired or replaced. Mr. Donatelli stated the sidewalks may need to be delayed and the budgeted funds reallocated for the swale renovation project that was discussed at the November 7th board meeting.

Mr. Ruzicka discussed the possibility of a problem in the future with the chemicals that are used in playground rubber mulch that is made from shredded tires. Mr. Ancona mentioned there is also information that states since it is used outside and effected by the air and rain, it wouldn't be affected as much. After a discussion, it was decided to table this issue until another time.

MANOR HOUSE: None

ARCHITECTURAL CONTROL

Mr. Ruzicka reported there was one new architectural control application received tonight for Linda Taormina, 16 Princess Lane, requesting approval for a roof replacement. The application was approved by the board members.

SOCIAL

Mr. Ancona reported that the NCCA Holiday Party held on December 16th at the Manor House was very successful and well attended. Mr. Ancona thanked everyone who helped decorate the Manor House and especially Mr. McFarland and Mrs. Lukomski for the organization of the event. PUBLICITY: Mr. Ehmann reported that the winter newsletter was emailed to the residents recently.

OLD BUSINESS: None

NEW BUSINESS: None

With no further business, the meeting was adjourned at 9:00 pm.

The next regular meeting will be held on Tuesday February 6, 2024, starting at 7:30 p.m. in the Spring House.

Respectfully submitted,

Susan Hepp, Secretary

cc: Board of Directors, Officers, Committee Chairmans