

**MINUTES OF THE MONTHLY
NEWTOWN CROSSING
COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETINGS
2009**

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NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

January 6, 2009

The regular monthly meeting of the NCCA Board of Directors was held on Tuesday, January 6, 2009, in the Manor House. The meeting was called to order at 7:40 by the president, James Downey, with the following Board members, officers and committee heads present: Pete Ancona, Bruce Collier, Marie Dempsey, Carl Ruzicka, Bob Donatelli, Joanne Urquhart, Rich Lawlor, and Fred Ehmman. Also in attendance were Alan Most, Jill Collier and George Hibbs.

General Business

The minutes of the December meeting were approved with one correction. Page 2, under Manor House/ Spring House, third paragraph, first sentence should read: "There was a drain back-up at the Carriage House and a plumber sent out by the real estate agent . . ."

Mr. Donatelli distributed and reviewed the Profit and Loss Statement for November 2008 and the Profit and Loss YTD Comparison January 1 – November 30, 2008. Income for the month of November totaled \$9,400 and expenses for the month totaled \$9,688, resulting in a negative cash flow of \$288 for the month. Year-to-date income as of November 30, 2008 totaled \$178,647 with total year-to-date expenses of \$131,186. Year to date we currently have a positive cash flow of \$47,461. Mr. Donatelli indicated that the \$34 bank charge is for the Association's safe deposit box at First National Bank. Stored in the box are receipts for the CD's on deposit in addition to yearly back-up copies of the Association's records on Quick Books, since backup of records should be kept off premise.

Mr. Donatelli made a recommendation to take \$7,500 out of the general fund and put into a CD for storm damage reserve. Motion was made and unanimously approved to do so. Motion was also made and approved to set up a 6-month CD in the amount of \$15,000 for contribution to the 2008 storm water management reserve fund, which was a \$2 per month special assessment.

Mr. Donatelli distributed and reviewed the 2009 Budget Proposal. After review, Mr. Ancona made a motion to approve the 2009 Budget in the amount of \$187,000. Mr. Ruzicka seconded the motion and it was unanimously approved.

Mr. Ehmman, Mrs. Strange and Mr. Lawlor thanked the Board for their Christmas gifts.

Maintenance

A resident informed Mr. Collier that an arborvitae behind a parking pad fell onto his property. Mr. Collier felt it could not be saved and suggested having Moran remove the debris.

Mr. Ancona gave a progress report on the retaining wall repair on the common ground section behind Canterbury Court. Mr. Moran indicated that, while the price of steel was a little lower from what he originally quoted, the excavation portion was more because the original railroad ties were embedded in cement. Therefore, the cost of the job remains as originally quoted--\$6,300. Mr. Ancona drafted and delivered a letter to the neighboring residents indicating that if any of them wanted to repair their portions of the wall (at their own cost), they could contact Mr. Moran for a quote. Residents may be unaware that the walls are actually on their own property and that it will be their own responsibility to pay for any repair work.

We received a letter from Mr. Tiffany indicating he will continue to snow plow the Mill Pond sidewalks again this year and indicated his rates as follows: 0-6" - \$567; 7-12" - \$783; 12+" – negotiable; and blizzard conditions – negotiable. The Board was agreeable to Mr. Tiffany continuing to do the sidewalks again this year.

Mr. Ruzicka raised concerns about the variations in billing rates submitted by Mr. Moran for landscaping services. One Board member indicated that the rates may vary depending on the pay scale of the crew being utilized on each particular job. Mr. Ancona offered to talk to Mr. Moran about getting a price for the scope of the work. Since Mr. Moran's rates have been reasonable, have not increased over the years and that we have continually been satisfied with the quality and expediency of his work, several Board members felt we should not jeopardize the good relationship we currently have with Mr. Moran. Mr. Downey felt we should just "let sleeping dogs lie". We can, however, monitor future billings.

Manor House/Spring House

Mrs. Dettra's report included that there were two paid rentals in December, one community rental for teen night in December and currently one rental scheduled for January.

One of the Manor House heaters was not working properly and Kenderdine was called and made necessary repairs. Kenderdine Heating indicated that the heater may soon need to be replaced. Mr. Collier offered to get a second opinion on this.

Mr. Collier reported that the inspector went through the Manor House on December 5 to check the fire extinguishers. One extinguisher looked partially discharged and some of the smoke detectors may need to be replaced. Mr. Collier offered to meet the inspector at the House for any follow-up inspections.

Mr. Downey received a call from the Spring House contractor indicating that we will need to pick out flooring. The contractor was here and the electric was out and George Hepp was called to replace the breaker. It was also noticed that one of the basement windows was kicked out and Mr. Downey asked the contractor to fix the window. The remaining work at the Spring House includes installing and inspecting the heater and then the Township will need to do a final inspection.

The contractor who was slated to paint the Manor House and who was paid a retainer has disappeared and has left no forwarding address. Mr. Downey has aggressively been trying to locate his whereabouts and we have been entertaining bids from new contractors to do the Manor House painting.

Pool

We received a letter from the County of Bucks Department of Health regarding safety regulations; however, it was felt that we are already in compliance with these regulations.

Mr. Lawlor indicated he has found a company which offers both playground equipment as well as ground cover, so he is exploring possibilities for new equipment through that company.

More branches have fallen from the tree in the pool area and at this point it was recommended that we just take out the rest of the tree, before it falls. The tree should come down prior to the start of the pool season.

Mr. Lawlor has been receiving calls from potential lifeguards for the upcoming pool season, so it looks like there will be a good supply of guards for the season. We hope to use the same pool management people that were utilized at the end of last year's season. The Board thanked Mr. Lawlor for all of his work.

George Hibbs of 136 Hidden Valley attended the meeting to inquire as to whether his family would be permitted to join the Newtown Crossing pool. Last year the Hibbs family moved into one of the new homes on Hidden Valley which are not part of Newtown Crossing Community Association. At the time they purchased the house, the realtor indicated that his family would be allowed to use the Community Association pool. After they moved into the house, they found out that their family which includes four children could not use the pool, despite its close proximity. This has been very difficult for their children to understand, since all of the neighboring children go to the pool. Mr. Hibbs, therefore, approached the Board to inquire if there would be some way in which their family could pay a fee to use the pool, since this is very important to their family. Discussion followed as to how Mr. Hibbs' request could be addressed without

annexing the house into the community association. Mr. Ruzicka felt that if the family wanted to use the pool they should join the Association.

After discussion Mr. Ancona made a motion that we allow the Hibbs Family to join the pool at an annual fee equal to sum of 12 months of dues for the NCCA residents (\$264) with stipulation that they abide by and sign a copy of the rules and regulations of the pool. Mrs. Dempsey seconded the motion. The vote was recorded as follows: Mr. Ancona - yes; Mr. Collier – yes; Mrs. Dempsey – yes; Mr. Downey – yes; Mr. Ruzicka – no. The motion carried, four in favor, one against. Mr. Hibbs should contact Mr. Lawlor prior to the start of the pool season each year to finalize payment.

Publicity

We are now using a new host for the website and since we now have unlimited storage, Mr. Ehmann has been able to post the Newtown Crossing Regulations and By-Laws on the website.

New Business

Mr. Downey attended the Township meeting of the homeowners associations hosted by Mike Gallagher. Members of the various Newtown Township homeowners associations were introduced to all of the management team of Newtown Township. The representatives of the various associations provided input which will be used in developing topics for future meetings. Traffic, vandalism and the storm water system seemed to be prevalent topics of concern for most of the Newtown Township homeowners associations.

With no further business, the meeting adjourned at 9:25 p.m. The next meeting will be held on Tuesday, February 3, starting at 7:30 p.m. in the Manor 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

February 3, 2009

The regular monthly meeting of the NCCA Board of Directors was held on Tuesday, February 3, 2009, in the Manor House. The meeting was called to order at 7:35 by the vice president, Peter Ancona, with the following Board members, officers and committee heads present: Marie Dempsey, Carl Ruzicka, Joanne Urquhart, Rich Lawlor, and Fred Ehmman. Also in attendance were Lorrie Strange and Fred Dichter.

General Business

The minutes of the January meeting were approved as submitted.

Since the treasurer was not in attendance, there were no financial reports.

Mr. Dichter indicated that during a recent snow storm the police were ticketing residents for vehicles which were parked on Princess Lane. Some residents complained to the township indicating that the police did not allow the residents time to remove their vehicles. However, Mrs. Strange indicated that the police were on the street with flashers/siren going for at least five minutes before tickets began being issued. Mrs. Urquhart also pointed out that an item has been posted in the year-end NCCA information bulletin for the past four years pointing out that Township ordinance stipulates the removal of cars from the street during storms in order to facilitate snow plowing. Vehicles left on the street are subject to fine. It was suggested that Mr. Ehmman include an item on the website to remind residents of this.

Maintenance

We have had two snow plowings to date by Mr. Tiffany.

Manor House/Spring House

The repair to the Spring House has slowed down because of an injury to one of the contractors. The contractor may be back to work during the beginning of February. Mr. Ancona indicated that the heater and air conditioner are physically in the Spring House, but he was not sure whether they had been installed. The repair work to the Spring House probably would have been done by now if the contractor had not sustained an injury.

Mrs. Dettra's report indicated that there was one Manor House rental in January. For the month of February, there is one rental scheduled, plus one tentative rental scheduled.

There was repair of the heater in the Manor House on February 2 and the oil burners are scheduled to be cleaned by Kenderdine on February 6.

The House was serviced by Leck Exterminating on January 31. Batteries in the smoke detectors were replaced and Mr. Collier took care of coordinating the servicing of the fire extinguisher.

We have received a bid from a new painting contractor who was recommended by Mr. Ruzicka. The amount of the bid was higher than what we had anticipated, and Mr. Ruzicka suggested having another Board member contact the painter to see if the price could be negotiated. The contractor recommended Finnaren and Haley paint, which is costly, so Mr. Ruzicka suggested perhaps a Consumer Reports rated, good quality paint could be substituted in order to cut the price. There is also some woodwork around the roof that needs replacement. Mr. Ruzicka suggested the painter send out the woodworking contractor to give a price on that particular work, so we know how much that aspect will cost.

We do have an exterminator who services the Manor House on a regular basis. However, if it is not already being done, it was suggested that we have a termite check to insure that the wood damage to the Manor House is not due to termites.

Pool

Mr. Lawlor indicated that he will be forwarding the new pool registration for inclusion on the website.

At the last meeting, Mr. Lawlor suggested having the tall pine tree removed from the pool area due to the falling of numerous branches from that tree. Mr. Ancona looked at the tree and did not think that the tree looked dead, although he felt it does look "symmetrically bare". It was felt that some of the braches may re-sprout and that we should wait until spring, at which time we can make a decision as to whether we should completely remove the tree.

Architectural Control

Resident at 194 Commonwealth submitted application to replace windows and siding. Application was approved with the stipulation that the windows will be replaced with double hung windows of similar style and that siding will be replaced with similar color siding. If the resident wants to change the color of the siding, approval of the color will need to be made by the Board. Mr. Ruzicka will contact the resident to verify information.

Publicity

A newsletter will go out in the near future, which will include the ballot for the April election. The Board positions currently held by Mr. Ancona and Mr. Collier are up for re-election in April, 2009. Mr. Ancona indicated he will run for re-election. Mrs. Urquhart will verify that Mr. Collier is interested in running for re-election.

Social

Mrs. Strange indicated that she will be planning an Easter Egg Hunt, however, the date has not yet been determined.

With no further business, the meeting adjourned at 8:04 p.m. The next meeting will be held on Tuesday, March 3, starting at 7:30 p.m. in the Manor 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

March 3, 2009

The regular monthly meeting of the NCCA Board of Directors was held on Tuesday, March 3, 2009, in the Manor House. The meeting was called to order at 7:35 by the president, James Downey, with the following Board members, officers and committee heads present: Pete Ancona, Bruce Collier, Marie Dempsey, Carl Ruzicka, Bob Donatelli and Rich Lawlor. Also in attendance were Lorrie Strange, Aline Turner, Jill Collier, Alan Most, Fred Dichter, Patrice Cichalski, and Casey Gibbons.

General Business

The minutes of the February meeting were approved as submitted.

Correspondence received and sent was reviewed. Newtown Emergency Services Department approved our annual fire prevention inspection.

Mr. Donatelli previously distributed the cost proposal from our auditor. Mr. Donatelli had expected the proposal to be higher than was quoted; however, the auditor has included a provision in the proposal that he will bill us for additional hours should the audit report take longer than anticipated. Mr. Collier made a motion to accept Mr. McFadden's audit proposal letter. The motion was seconded and approved unanimously.

The treasurer distributed and reviewed the year end Profit & Loss Statement for December 2008, the Profit and Loss YTD Comparison January 1 to December 31, 2008, the Balance Sheet as of December 31, 2008, the 2008 Performance vs. Budget and the Profit & Loss Statement for January 2009. Total income for the month of December was \$8,428 and expenses total \$25,786. Total income for the year as of December 31, 2008 was \$187,075 and expenses totaled \$156,972, with an additional \$19,281 being allocated for reserve accounts. Total Assets and Liabilities/Equity as of December 31, 2008 were \$243,814. Total income for January 2009 was \$29,671 and expenses for the month totaled \$4,067.

Mr. Donatelli indicated that the bank has yet to bill us for accounting expenses for the last quarter of 2008 and first quarter of 2009. He will contact the bank to advise them of this.

Mr. Donatelli reported that six final notices were sent out in January.

Maintenance

We received a call from Brinkman Landscapers asking if we would want to change landscapers. Mr. Downey indicated that he would not want to change landscapers. Mr. Donatelli mentioned that we had put the landscaping services out for bidding many years ago and Brinkman came in as the highest bidder [and Moran by far was the most reasonable]. If we were to solicit a bid, then we should ask Moran to also submit a bid. While Moran did add a fuel surcharge last summer when gas prices skyrocketed, his prices have remained constant for years; however, Mr. Donatelli felt that Moran does extra work within the community without prior approval. Mr. Ancona pointed out that Moran has called him on a number of occasions regarding doing extra clean-up work. And most of the work Moran has done has been clean-up of debris that was readily visible within the community, so Mr. Ancona felt Moran is not charging us for outrageous or unnecessarily work.

If we did want to bid out the landscaping work, someone on the Board would have to put a document together and walk perspective landscapers around to discuss the scope of work. Mr. Ancona, who has the most experience with the landscaping areas, was not even sure if he would be able to detail all of the small areas that are being maintained. He indicated that if he felt Moran was gouging us, then he would be

inclined to vote to bid out, but he felt Moran has been very fair with us and has maintained the community well. Therefore, it was felt we should not attempt to bid out the landscaping services at this time.

Mrs. Dempsey reported that a tree behind Hershey Court has a number of downed limbs. It was felt that prior to Moran's first mowing, we should consider cleaning up throughout the community.

Manor House/Spring House

We received another bill from the Spring House contractor. Mr. Downey indicated that the contractor needs to get into the locked closet in the Spring House before he can finish up the work. Mr. Collier indicated that he has keys to a number of closets. The Spring House would have been finished if not for an injury to one of the contractors.

Due to the accumulation of moisture at the Spring House if the heat is not on, the temperature in the Spring House should be set at 55-60 degrees. Therefore, we should contact Kenderdine and indicate that we want the Spring House to be on automatic refill for oil.

Mr. Collier has been in contact with the police regarding trying to locate the painting contractor who absconded with the deposit monies for the Manor House painting. He received a call from Detective Harris who wanted to come to the meeting so he could present a line up of pictures for us to identify the painter. He was told, however, that Bonnie Dettra was the only person who had actually seen the painter and the only one who could identify him.

Mr. Donatelli raised concern that he has come into the Manor House on occasion and has found a number of the windows unlocked. Discussion followed regarding that fact that too many people currently have keys and access to the Manor House, including, two political party group representatives, the Cub Scouts, the Girls Scouts, and the pool groups. These groups come and go and the Manor House rental agent has no idea when they use the facility, so she has no control over the House. It was suggested that the locks be changed at the Manor House and Spring House and groups wanting to use the facilities will need to start going through the rental agent every time they want to use the house.

There were two Manor House rentals in February and two rentals in March, with one being an NCCA sponsored event. Mrs. Dettra met with Kenderdine, the heating contractor, on February 16. At that time they did some minor repairs, but anything further would have to be approved by the Board.

Pool

Mr. Lawlor received a letter from the Dept. of Health about the new law regarding the drain covers. Toward the end of last year he had walked around the pool with a woman from the Board of Health, and the only problem she had was with the baby pool. Mr. Lawlor has been investigating doing away with the baby pool and replacing it with a sprinkler. Because of the recurring problem with the baby pool, which seems to be unfixable, the Board's consensus is to just do away with the baby pool.

In the 2009 budget, the Board has budgeted for tile work, painting of the pool and filling in the baby pool. The budgeted numbers, however, were not based upon any actual submitted proposals, but rather ball park figures.

Mr. Lawlor is getting numerous calls regarding lifeguard positions, so we should have sufficient staffing for the pool. Shannon will be returning as the manager, but at this time Mr. Lawlor is not sure who will be the assistant manager.

Social

Mrs. Strange reported that she is currently organizing the Easter Egg Hunt.

With no further business, the meeting adjourned at 9:00 p.m. The Annual Meeting and regular meeting will be held on Tuesday, April 7, starting at 7:30 p.m. in the Manor House.

Respectfully submitted,

Joanne D. Urquhart, Secretary

(Not in attendance--minutes transcribed from tape)

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

April 7, 2009

The regular monthly meeting of the NCCA Board of Directors was held on Tuesday, April 7, 2009, in the Manor House. The meeting was called to order at 7:41 by the president, James Downey, with the following Board members, officers and other residents present: Pete Ancona, Bruce Collier, Carl Ruzicka, Bob Donatelli, Joanne Urquhart, Fred and Barb Ehmman, Rich Lawlor, Steve DeLaura and Fred Dichter.

General Business

The minutes of the March meeting were approved as submitted.

The treasurer distributed and reviewed the P&L Statement for February 2009 and the P&L Statement for March 2009, the Balance Sheet as of March 31, 2009 and the P&L YTD Comparison January 1 – March 31, 2009. Total income for the month of February was \$9,560 and expenses totaled \$8,130. Income for the month of March totaled \$6,755 and expenses totaled \$5,628. YTD income as of March 31 totaled \$45,986 and YTD expenses totaled \$17,826, yielding a positive cash flow of \$28,160 as of March 31. Total Assets and Liabilities/Equity as of March 31, 2009 was \$253,368.

Mr. Donatelli reviewed the status of delinquent accounts. Mr. Donatelli reported that 8 final notices will be going out this week. These accounts total \$2,876. Initial collection letters will be sent to two other residents. No response was received from another resident who currently owes \$523, so this account will be forwarded for filing in district court. These 11 accounts total \$4,723. One other delinquent account totals approximately \$1,500.

In the month of March we took in past due assessment payments from three other accounts.

Mr. Downey indicated that we have received several complaints about ATV's.

We received a letter from a resident on York Street indicating that there is a dead tree between 31 and 25 York Street, but the tree was within the fence line of private property. Pete will call the resident to let them know that this is not on common ground.

Mr. Collier had a call from a resident regarding trash cans being left in front of the garage.

Maintenance

There was tree leaning on common ground near Eagle Ridge and Jim's Tree Service was authorized to remove the tree. Cost involved was \$800. Pete received a call from a resident on Bucks Meadow regarding a pine tree that is "messy". Mr. Downey will take a look at the tree; however, the policy of the Board has been not to remove healthy trees.

Mr. Emil's field mowing service indicated that the cost to maintain the common ground along the creek area will remain the same this year.

Manor House/Spring House

The Spring House has been completed. Starting next month, Board meetings will resume in the Spring House. It was suggested by the contractors that we put rubber or felt bottoms on the chairs to protect the new flooring.

One furnace at the Manor House was replaced about three years ago; however, the second furnace now needs to be replaced. We have received a quote from Kenderdine to replace the old furnace in the amount of \$3,400. Mr. Donatelli suggested obtaining a quote from Newtown Heating and Air Conditioning. Mr.

Collier will be calling several other companies for quotes. Bob suggested waiting until late summer before we make a decision on this issue so we have a better idea of where we stand on expenses and see if there is money available for this unbudgeted item.

Since a motion was never approved to accept the contracting services of a new painting contractor, Mr. Ruzicka made a motion to accept the bid of Nikander Painting Company for a cost of \$20,950 to paint the exterior of the Manor House. Mr. Ancona seconded the motion and it carried unanimously. This does not include any additional carpentry work. The painting contractor indicated that he will have a carpenter out to give a quote on the wood repair work necessary to the outside of the Manor House.

Pool

Mr. Lawlor has been trying to contact Dennis Dettra regarding the pool tile work and painting of the pool; however, Mr. Dettra has not yet gotten back to him. Mr. Ancona will also try to call Mr. Dettra. Mr. Lawlor wanted to get some figures for what he would charge, and if the numbers are high, he will solicit other quotes.

Mr. Lawlor also wants Mr. Dettra to quote on filling in the baby pool; however, he felt that work is basic concrete work and he could find other contractors to do that.

The Swim Team is starting up. The team will probably have a new head coach this year who does not live in the development but this individual has many years of coaching experience. Mr. Lawlor would like to get a profile for the new coach and post it on the website together with other information regarding the team.

The pool hours were discussed. During the weekends before Council Rock finishes school for the summer, the pool hours will be 12:00 to 6:00. Mr. Lawlor will forward the pool information to the webmaster.

Mr. Donatelli indicated that the water bill came in and it indicated that 8,000 gallons of water were used over the winter. He questioned whether we could have an underground leak and asked the Board whether we should have a plumber come in to pressure test the lines. Mr. Lawlor will pursue this.

Architectural Control

Resident at 135 Canterbury submitted application to install new windows. Application approved as submitted.

Resident at 15 Prince Phillip submitted application to install new fencing. Application approved as submitted.

Publicity

Mr. Ehmann reported some website statistics. In March we had 2,340 pages read, an average of 75 per day. The most frequented pages after the home page were the monthly minutes, the news and events page, and the Articles of Incorporation and By-Laws.

Old Business

Mr. Downey reported that the Supreme Court of the Commonwealth of Pa. has denied Hovnavian's appeal for developing the land behind the wooded area.

With no further business, the meeting adjourned at 9:05 p.m. The next meeting will be held on Tuesday, May 5, 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

May 5, 2009

The regular monthly meeting of the NCCA Board of Directors was held on Tuesday, May 5, 2009, in the Spring House. The meeting was called to order at 7:50 by the president, James Downey, with the following Board members, officers, committee heads and other residents present: Pete Ancona, Bruce Collier, Marie Dempsey, Carl Ruzicka, Bob Donatelli, Joanne Urquhart, Fred and Barb Ehmann, Rich Lawlor, Patrice Cichalski, Casey Gibbons, Alan Most and Fred Dichter.

General Business

The minutes of the March meeting were approved with a spelling correction of one resident's name.

There were no financial reports due to the timing of the receipt of the financial data from First National.

Mr. Donatelli reviewed the status of final notices that were sent out last month. Payments were made on four accounts but no response was received on four of the other accounts. Those accounts will be turned over to our attorney for proceedings.

Initial collection letters were sent out to two other residents. No response has yet been received on these two accounts; however, since it has only been two weeks, Mr. Donatelli felt they should be given more time to respond before further action is taken. A hearing for another resident has been scheduled for May 21.

Mr. Donatelli reported that we currently have 48 ballots but still need 15 more to constitute a valid election. Hopefully more will be received by the June meeting.

We received a bill from the rental management company for plumbing repairs at the Carriage House. Instead of calling in a plumber, they called in a handyman and charged \$339 for 4 hours of labor, plus materials, which Mr. Donatelli felt was high for the work done. Mr. Donatelli suggested having a plumber assess the drain, since we may want to do some replacement plumbing work on the drain that was just serviced.

Maintenance

Several Board members received calls from a resident on Bucks Meador about a shedding pine tree. The tree is healthy and, unless the resident wants to trim or remove, the Board's policy is not to remove healthy trees.

Mr. Collier received a call from a resident on Princess regarding a sink hole. Mr. Collier asked Moran to fill this in and it has been done.

There is a section of the street that is sagging on Delaware Court. It is sagging near a section of the sanitary sewer line and the Township will be responsible for this repair work.

Manor House/Spring House

Mr. Most had suggested a painter for the Manor House work and this painter had looked at the job. While he appreciated the opportunity to bid on the job, he felt it was more than he could handle.

Mrs. Dettra's report indicated that three Manor House rentals are scheduled for May, one of which is a "no charge" for the swim team registration. There are currently two rentals scheduled for June. No inside repairs have been scheduled for May or June.

Nikander Painting is currently in the process of clearing their workload so that they can start the painting of the Manor exterior. This will probably take about three weeks to complete.

Pool

Mr. Lawlor indicated that Dennis Dettra will take care of our pool needs for this season and will take care of closing the pool at the end of the season, but will be retiring to Florida after this season. We will need to look for a new pool service provider for next year.

Mr. Dettra indicated that the drain covers at the bottom of the pool in the deep end need to be replaced, and he will take care of that issue. Instead of repainting the entire pool, he indicated that we may not have to paint the entire pool but just the areas that really need painting. He will provide quotes for acid washing and painting part of the pool and for painting the entire pool. Tile work also needs to be done at the pool, and Mr. Lawlor felt the entire line of tile should be replaced since the tile is peeling off in numerous areas. Mr. Dettra will provide a quote for that work.

Mr. Lawlor also talked to Mr. Dettra about the baby pool and he indicated that he could also do the work of filling that in.

Mr. Lawlor received a call from the Hibbs Family on Hidden Valley who had previously attended a Board meeting regarding joining the pool. They have already submitted their check for pool membership.

Mr. Lawlor has received one quote for playground equipment which seems feasible for our playground. After discounts, sales, etc. the price came down to about \$22,000. Currently we have about \$19,400, and Mr. Lawlor will see if he can negotiate a still lower price. He is also exploring other options. We will need to do the installation, due to cost limitations, and, apparently, the installation is not too difficult other than keeping the equipment level. A community "party" could be held to install the equipment.

Due to the economy, the swim team is having a difficult time getting sponsors this year, so the team is looking into fund raisers to make up for sponsorship money that is down this year. They are currently considering a car wash and pancake breakfast. The playground committee has also been looking into fund raising activities, which may be held off of the NCCA premises.

Architectural Control

Residents at 320 Union Street submitted application to replace existing fence behind their townhome. Application approved as submitted.

It was noted that there is a townhome on Chesapeake that is in the process of being painted and currently it is a different color from the original color. Mr. Ruzicka spoke to the residents (who are renters), and they indicated that the current color is just the primer and the final color will be the same as the original color.

Old Business

Mr. Collier contacted the police regarding the painter who absconded with our deposit for the Manor House painting. The police sent an email indicating that there is an arrest warrant out for him and also outstanding arrest warrants in Montgomery County. Currently the police cannot locate him at any of his former addresses.

Mr. Collier has recruited another resident to help paint the entrance signs and this project will be done this summer.

With no further business, the meeting adjourned at 8:30 p.m. The next meeting, together with the rescheduled annual meeting, will be held on Tuesday, June 2, 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 2, 2009

The regular monthly meeting of the NCCA Board of Directors was held on Tuesday, June 2, 2009, in the Spring House. The meeting was called to order at 7:40 by the president, James Downey, with the following Board members, officers, and committee heads present: Pete Ancona, Bruce Collier, Marie Dempsey, Bob Donatelli, Joanne Urquhart, and Rich Lawlor. Also in attendance were Jill Collier, Fred Dichter, Barb Ehmann, David Gallagher, Lorrie Strange, Casey Gibbons and Alex Hofman.

General Business

The minutes of the May meeting were approved with a spelling correction of one resident's name.

Mr. Donatelli reviewed the status of delinquent accounts.

Mr. Donatelli distributed and reviewed the April 2009 Profit & Loss Statement and the January 1 to April 30, 2009 P&L YTD Comparison Statement. Income for the month of April totaled \$30,482 and expenses totaled \$12,282. An \$18,200 positive cash flow was realized for the month of April. YTD income totaled \$76,468 and YTD expenses totaled \$30,108. As of April 30, 2008, we had a positive cash flow of \$46,359.

Mr. Gallagher, a resident and representative of Brinks Security Systems, attended the meeting to remind the community members that in connection with the installation of the Brinks system at the Manor House, Brinks is offering a \$34.99 monthly fee with free installation to NCCA residents who wish to have a Brinks system installed. The Community Association will also receive a \$75 rebate for any new system installed.

Maintenance

There is a tree on Mill Pond between Union and Chestnut that has some green growth, but otherwise looks dead. If this tree does not come back in the next month, Mr. Collier will authorize Jim's Tree to remove it.

The Community Association had received several complaints regarding overgrown grass on a property on Commonwealth. Since this falls under the jurisdiction of the Township, a complaint was filed and the grass has been cut.

There is a drain behind 213 Hidden Valley that has been eroding again. Moran will be contacted to fill this spot.

Mr. Collier reported that a sign painting party has been scheduled for Saturday, June 6, at 9:00. Interested parties will meet at the Route 532 entrance.

Residents asked that Moran clean up and limb up a tree behind 75 Hershey Court. Mr. Collier will take a look at this tree to see if the work is warranted.

Manor House

Several warrants are still out for the original Manor House painter who absconded with our deposit without completing the job. Police still have not been able to locate him.

Mr. Nikander submitted a proposal in the amount of \$550 to paint the stucco ceilings, columns, wood trim and doors connecting the Manor House to the Spring House. He submitted a second proposal in the amount of \$3,625 for carpentry work on the Manor House. The Board unanimously approved these expenditures.

Pool

Alex Hofman of 200 Hidden Valley Lane recently moved into one of the homes next to the Manor House which is not part of NCCA. He approached the Board and asked if his family would be able to join the pool under the same arrangements that we allowed his neighbor, Mr. Hibbs of 136 Hidden Valley Lane. The Board approved this request, and Mr. Hofman will pay the equivalent of one year's assessments in order for his family to have NCCA pool privileges.

Mr. Lawlor has research playground equipment and checked out the Little Tykes equipment currently installed at one of the Council Rock schools. He felt this equipment would work in our playground and the price ranges falls within what we currently have accumulated for this expenditure. The price is around \$14,000 (plus tax) and with the money that we have left after that expenditure he suggested we purchase a slide for the pool, which would cost \$2,689.99 (plus tax). The slide would be installed in the deep end, but it would not interfere with the diving board or with the swim team meet set-ups. Mr. Lawlor indicated we currently would have enough money for the playground equipment, the pool slide and also for the rubber mulch at the playground. Mr. Collier made a motion that we approved an expenditure of \$14,693.72 (including tax) for the purchase of the new playground equipment and \$2,850.34 (including tax) for the purchase of a pool slide, for a total expenditure of \$17,544.06. Mrs. Dempsey seconded the motion and it carried unanimously. Mr. Lawlor indicated that there is a two-week delivery schedule for the playground and slide, and residents within the community will assemble the units. Both of these items should be installed some time this summer.

Mr. Lawlor would like the guards to paint the bathrooms—funds from the snack shack will be used to buy the paint.

Mr. Lawlor has not yet received a quote for the tile work. He hopes to have an estimate within the week for that work. He is also seeking estimates to fill in the baby pool. Mr. Donatelli received a call that the chlorine levels were low. Mr. Lawlor indicated they were, but should now have been corrected.

Architectural Control

Resident at 340 Union submitted application to replace existing fence. Application approved as submitted.

Resident at 330 Union submitted application to replace fencing. Application approved as submitted.

Publicity

Mrs. Dempsey indicated that the publicity committee would like to get a summer newsletter out by the end of June.

Old Business

With no further business, the meeting adjourned at 8:45 p.m. The next meeting will be held on Tuesday, July 7, 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 7, 2009

The regular monthly meeting of the NCCA Board of Directors was held on Tuesday, July 7, 2009, in the Spring House. The meeting was called to order at 7:40 by the vice president, Peter Ancona, with the following Board members, officers, and committee heads present: Bruce Collier, Marie Dempsey, Bob Donatelli, Joanne Urquhart, and Rich Lawlor. Also in attendance were Margie Ruzicka, Patrice Gallagher, Aline Turner, Fred Dichter, Fred and Barb Ehmann, Lorrie Strange, Casey Gibbons, Alan Most and Paul Abraham.

General Business

The minutes of the June meeting were approved as submitted.

Mr. Donatelli reported that we still do not have sufficient ballots to constitute a valid election. Thirteen ballots are still needed by the next meeting, when the annual meeting will be reconvened. It was suggested that if Board members are at the pool, they try to solicit ballots prior to the next meeting.

Prior to the meeting, Mr. Donatelli had distributed draft copies of the audit report to the Board members and briefly reviewed the report at the meeting. One change that was noted on the report was that the wording "loss to the Manor House" should be changed to "loss to the Spring House". Since Mr. Downey was not in attendance and had not been able to provide his input regarding the report prior to the meeting, the approval of the report was tabled until the August meeting.

Mr. Donatelli reported that four CD's are maturing this week. Mr. Donatelli had discussed this issue with Mr. Downey prior to the meeting and gave Mr. Downey his recommendations for handling these CD's. Mr. Donatelli's recommendations were as follows:

12-month CD in the amount of \$11,285 – recommended this be renewed.

6-month CD in the amount of \$7,561 – recommended converting to a 12-month, so it will mature in the summer months when cash is usually needed.

6-month CD in the amount of \$15,121 – recommended this be redeemed. This money is needed for the major expenses coming now – playground, slide, Manor House painting (still owe roughly \$13,600). Some of the money we budgeted for these expenses has not yet been collected (assessments for third/fourth quarters).

12-month CD in the amount of \$9,490 – recommended this be redeemed.

Mrs. Dempsey made a motion to redeem the 12-month CD in the amount of \$9,490, redeem the 6-month CD in the amount of \$15,121, renew the 12-month CD in the amount of \$11,285 and convert the 6-month CD in the amount of \$7,561 to a 12-month CD. Bruce seconded the motion and it carried unanimously.

Mr. Donatelli reviewed the status of delinquent accounts. Initial collection letters were sent during the second quarter. District court complaints will be filed against four of these residents who did not respond. Payment was received from one resident.

Mr. Donatelli distributed and reviewed the May 2009 Profit & Loss Statement and the January 1 to May 31, 2009 P&L YTD Comparison Statement. Income for the month of May totaled \$11,647 and expenses totaled \$18,186, resulting in a negative cash flow of \$6,539 for the month of May. YTD income totaled \$88,114 and YTD expenses totaled \$48,294. As of May 31, 2009, we had a positive cash flow of \$39,820.

Maintenance

Mr. Downey received a call from Ron Johnson of 68 Cherry Lane advising that two of the pine trees that Moran planted behind their home (on common ground to replace those taken out by errant auto) have died. Mr. Downey will call Mr. Moran and ask him to look at and replace, if appropriate. The Johnsons also complained that the water at the end drain pipe that we fixed several years ago on Cherry Lane is not percolating into the ground; however, the water is going into the detention basin as it should be. Mr. Johnson indicated that the water pools and is a breeding ground for insects. With the vast amounts of rain we have been having, the water may just take some time to go back into the ground and this may correct itself once the weather dries. If the problem persists, we will take another look at this.

One resident indicated that there are several trees on common ground behind the 200 block of West Hanover that look dead. Mr. Collier will check this out.

Jim's Tree took down a dead tree along Mill Pond between Union and Chestnut. He also took down a tree behind the Manor House that was in the way of the painter. Mr. Moran elevated trees behind 75 Hershey and he will need to come back to clean up.

The sink hole behind Hidden Valley has been fixed.

Manor House

Mrs. Dettra's report indicated that we had two paid Manor House rentals in June. We have one paid rental scheduled in July and one "no-charge" community rental scheduled. Two rentals are currently scheduled for August. Lecks Exterminating is scheduled for July.

Positive comments were made regarding the nice job that the painters are doing at the Manor House. The painter has encountered a number of additional expenses, some due to the necessity of having to repair rotted wood. The latest extra expenses include \$400 to repair a large section of soffit which was totally rotted out and needed to be rebuilt. Along the peaks of the roof the contractor also found that when the roof was last done, the drip edge was not installed; therefore, there was a lot of exposed plywood and spots where the plywood was starting to deteriorate. The cost to install drip edge on the entire house is \$800. Mr. Ancona mentioned that when looking at the section of the house that has been completed versus the section that is not yet completed, the exposed plywood and water damage is very obvious on the sections not yet done. The contractor is also including re-grouting and pointing where needed. He is also scraping, painting, and re-setting posts that have been pulled out in the back of the House. The far gutter in the back is also clogged and he will put an extension on that so that it properly drains.. Mr. Collier made a motion that we authorize payments of \$400 and \$800 to Nikander for additional soffit and gutter repair and to install the drip edge on the entire house. Mrs. Dempsey seconded the motion and it carried unanimously.

It was noted that the floor of the Spring House is buckling in another place by the entrance door. The contractor will be notified regarding this.

Pool

Mrs. Ruzicka reported on the swim team and indicated that over 70 children have signed up this year. The season is going well and the swim team offers very good community involvement. Mrs. Ruzicka asked the Board if the Association would sponsor the swim team again this year, as they have in the past, with the Association paying for the cost of the lifeguards at the home meets. The Board approved this request and Mrs. Ruzicka expressed the swim team's appreciation.

Mr. Lawlor reported that the playground equipment was ordered on June 29 and should be received by the end of July. The slide is scheduled to arrive on July 9.

Mr. Lawlor has spoken to Aqua Pool about getting a quote to do the pool tile work. The pool would need to be drained down to the tile line in order to do this work. Most likely the tile work would take one-two days, so the pool would need to be closed in order to do this.

Mr. Lawlor also got a quote from a contractor in the amount of \$4,575 to fill in the baby pool. This cost would be to fill it in and put a slab on it. The work included wire framing and compacting it so that it wouldn't settle. Several other individuals had possible leads on contractors who might also be interested in submitting a bid for this work.

Mr. Abraham inquired as to whether we would want to consider a fiberglass insert over the pool instead of filling it in, especially since the current cost estimate right now to fill in is \$4,575. Mr. Abraham offered to have his brother come out, look at the baby pool to see if an insert would be feasible, and give a cost estimate. With a fiberglass insert, we would need to see if new drainage pipes could be installed to bypass the portion of the pool that currently leaks. A number of residents in attendance thought this was a good idea to consider, since there are families with small children who currently miss not having use of the baby pool. If cost effective, a fiberglass insert could make the baby pool usable once again.

There is currently a tarp over the baby pool; however, concern was raised about the safety of the area, since one person has already stepped onto the tarp and fell into the pool. It was felt the baby pool should be roped off, perhaps with poles and caution tape installed around the perimeter of the pool.

Since Dennis Dettra has not been returning phone calls, Mr. Lawlor is making arrangements with other pool servicers for chlorine deliveries and servicing of the pool.

Mr. Lawlor indicated that we have had a problem with the filter staying on all night because the timer is not working and if the pump is turned off all night, then the water does not look good in the morning. We may need a new timer and Marie offered to check with Walsh as to whether they would be able to fix this. Question was raised by a resident in attendance as to whether the lack of a timer has had an impact on the condition of the pool water since a number of residents expressed concern that the pool water has been dirty. Several people indicated that not only has the pool water looked dirty but that the steps have also been a little slimy and slippery. One resident indicated that he slipped on the steps going into the pool.

Mr. Lawlor indicated that some of the issues at the pool may be a result of the timer not working properly and other issues of the pool looking dirty may be a result of the work done by Mr. Dettra at the beginning of the season. When Mr. Dettra started to open the pool, he drained it almost down to the bottom of the shallow end and left it there beating in the sun for about 1-1/2 months before he came back to work again. So what may look like dirt on the wall of the pool is discoloration as a result of the pool not having water in it. At the beginning of the season Mr. Lawlor and the guards tried to scrub the walls but the discoloration would not come off. Likewise, there are dirt marks at the bottom of the eight-foot section where Mr. Dettra redid the drainage pipe to comply with the new regulations. He had to dig out the old drainage pipe down to the mud which was underneath. This had been left open for awhile and the mud stains did not come off. Mr. Dettra thought that the pool was going to be acid washed, which would have removed the stains, and painted at the time, but that never happened.

Mr. Lawlor indicated that when Mr. Dettra was involved on a regular basis he would provide input as to how to maintain pool water clarity. Now that Mr. Dettra is no longer involved with the pool, Mr. Lawlor will contact Aqua and have them come out and give input as to what we need to do to make the pool look better.

Several residents raised concerns there have been times when a number of swimmers have been in both the deep end and the shallow end of the pool, but only one lifeguard was on duty stationed at the shallow end while two guards were off duty. Mr. Lawlor indicated that when the lifeguards take their certification they are told that one guard can be on duty for 20 to 25 people. So if there are 20 people in the pool, one guard will be on duty and if more than that are in the pool, then a second guard will come on duty. It was brought

up, however, that in the past at the NCCA pool, if there were swimmers in both the deep end and the shallow end, then two guards were always on duty—one to oversee the deep end and the other to oversee the shallow end. So from a safety standpoint, it was felt that if we have three guards on duty, we should be utilizing those guards with two on the guard stands while the third can be off duty.

There was a problem with the grass at the pool not being cut, since Moran has not been instructed to cut the pool area. The lawn mower at the pool was not working, so the guards were also unable to cut the grass. Mr. Collier fixed the mower, at least for now, and the grass has now been cut.

Mrs. Dempsey indicated that they are planning an elementary school night at the pool and a middle school night at the pool, along with movie night at the pool.

Social

Mrs. Strange is organizing a Poolapalooza party on August 7.

Architectural Control

Resident at 47 Princess Lane submitted application to replace windows. Application approved as submitted.

Publicity

Another newsletter was recently distributed.

Old Business

The District Attorney has picked up Gerald Reigle, the man originally contracted to paint the Manor House and who absconded with our deposit without doing any work. Mr. Reigle's trial is scheduled for August 26 and Mr. Downey will represent the Association. Mr. Donatelli has one more cancelled check/invoice to obtain from the bank to complete our proof of loss claim for \$2,350.

Mr. Collier will set up a date for the sign painting party. He will post the information at the pool and on the internet.

With no further business, the meeting adjourned at 9:15 p.m. The next regular meeting and the annual meeting will be held on Tuesday, August 4, 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

August 4, 2009

The regular monthly meeting of the NCCA Board of Directors was held on Tuesday, August 4, 2009, in the Spring House. The meeting was called to order at 7:50 by the president, James Downey, with the following Board members, officers, and committee heads present: Pete Ancona, Carl Ruzicka, Bob Donatelli, Joanne Urquhart, and Rich Lawlor. Also in attendance were Fred and Barbara Ehmann, Scott and Jaime Sysler, Scott Miller, Aline Turner and Fred Dichter.

General Business

The minutes of the July meeting were approved as submitted.

One of the first items of business was the appointment of officers for the next year. Mr. Ancona made a motion that we reappoint our current slate of officers (Mr. Downey – President, Mr. Ancona – Vice President, Mr. Donatelli – Treasurer and Mrs. Urquhart – Secretary). Mr. Ruzicka seconded the motion and it carried unanimously.

The annual audit report was discussed at the July meeting and Mr. Donatelli asked for approval of that report. Mr. Ancona made a motion that the Board accept the audit report as presented by our auditor. Mr. Ruzicka seconded the motion and it carried unanimously.

Last month we had one 6-month CD that was converted to a 12-month CD and another CD was rolled over for a year. Two other CD's were redeemed to ensure that sufficient funds were available for possible pool work. Whatever funds are not currently needed will go back into a 6-month CD for maturity next spring.

Mr. Donatelli reviewed the status of delinquent accounts. Four district court complaints were filed. Hearings have been scheduled for September 2.

Mr. Donatelli distributed and reviewed the Profit & Loss statement as of June 2009, the P&L YTD statement from January 1 to June 30, 2009 and the Balance Sheet as of June 30, 2009. Total income as of June 30, 2009 was \$4,564 and expenses for the month totaled \$18,434, with the statement reflecting a loss of \$13,870 for the month of June. Income YTD as of June 30, 2009 totaled \$92,678 and expenses totaled \$66,728, with the statement reflecting a \$29,950 positive cash flow as of June 30, 2009 YTD.

Mr. Donatelli explained some of the expenses which were not reflected in the June financial reports due to QuickBooks, the computer program used to generate the monthly statements. QuickBooks does not show capital reserves and capital expenditures on the reports. Two \$7,000 checks issued to Mr. Nikander, the painter, were paid in July, and of that amount \$5,150 came out of the reserve account. The reserve account for Manor House painting now has a zero balance. We also used the \$7,500 tot lot reserve balance and charged \$7,194 to capital improvement for the balance of the playground equipment, so half of the playground equipment was expensed and half was capitalized. The pool slide which cost \$2,924 will also be capitalized. \$12,650 came out of reserves and \$10,118 was allocated for capital improvements for a total of \$22,768 additional money that was spent in June; therefore, total expenses for the month of June were \$41,202. Total outlay YTD as of June 30 is \$89,496. Thus in reality the month of June we had a negative cash flow of \$36,638 and YTD we have a positive cash flow of \$3,182.

Mr. Donatelli reported that the amount of the Certificates of Deposit listed on the June Balance Sheet are about \$25,000 lower right now than last year because of the CD's that were redeemed. Assessments Receivable is higher than it was last year because we currently have four people slated for court hearings and another resident in bankruptcy who owes over \$1,400.

Maintenance

A large pine tree uprooted on common ground behind 108 Commonwealth. Jim's Tree provided a quote in the amount of \$950 to cut it and grind the stump. This work was authorized. It was agreed by members of the Board that some of the trees along Mill Pond between Hanover and Route 332 needed to be limbed up. Mr. Downey will get a quote from Jim's Tree to do this work.

Pool

A resident attended the meeting to bring up the issue of the baby pool and wanted to know what the plans were for the baby pool, since he and a number of other residents have small children. The Board explained that the baby pool has been a problem for over ten years and that a number of contractors have looked at the pool in an attempt to try to fix it. It has been painted, sealed, pressure tested, and repainted, but the paint will not adhere to the surface because of a leak somewhere under the pool. There have been serious issues with "infant accidents" in the pool and the pool has had to be emptied and sanitized. When the baby pool was in operation, Mr. Lawlor indicated he was getting phone calls every week from the Board of Health that the water testing failed for the baby pool. Since the baby pool has had recurring issues for over ten years, Mr. Lawlor felt it would be much too costly to try to completely redo the baby pool.

Mr. Lawlor indicated that he has received a written quote for \$4,600 to fill in the pool and cement to make it part of the patio around it. He also received a verbal quote through Marie Dempsey for \$3,500 to fill it in. One resident last month suggested exploring the possibility of inserting a fiberglass liner over the existing pool. After talking to other pool contractors, Mr. Lawlor was opposed to that idea because if any movement occurs in the baby pool, the liner would be ruined. If the Board decided to fill in the baby pool and make it part of the concrete patio, Mr. Lawlor's suggestion would be to put a roof over the area with tables/chairs which would allow a sitting/eating area and a covered area in which to wait if it rained. He further offered to build this next year if the Board would pay for the cost of the materials.

There was also discussion regarding having a pool management company handle the operations of the pool versus in-house management. Mr. Lawlor favored an in-house operation which would allow more control of operations from the community and would allow hiring of our guards from within the community. The Board also agreed that in-house management was preferable.

Mr. Lawlor has also been obtaining quotes for painting the pool, repairing the tile work and for opening, closing and maintenance of the pool. Mr. Donatelli suggested calling in a pool restoration company to do the repair work and then call in another pool company, like Aqua, to do the maintenance of opening, closing and providing chlorine. It was felt that at this point we should wait until spring to have everything done. But we should line up a contractor and get scheduled to be first on the list to have the pool work done in the spring, well ahead of time of the opening of the pool.

Mr. Lawlor thanked the individuals who helped out with starting the layout of the playground equipment. The group expanded the existing area by taking up the grass and expanding the edging and laid out where the new equipment will be placed. Rain prevented the actual installation of the equipment the following day. There was a section of grass that needed to be removed, and Mr. Moran will remove the sod and use it elsewhere within the community. Once the equipment is in, ground fabric and rubberized mulch will be laid.

School will be starting the week before Labor Day, therefore, the guards will not be available during the day, during the week before Labor Day. Therefore, the pool will be closed from Monday, August 31, to Friday, September 4.

Architectural Control

Resident at 15 E. King Charles Lane submitted application to replace siding and to remove the half-brick wall in the front of the house and replace with full siding. The resident has been having recurring leakage

behind the brick requiring the necessity to remove this. The resident also requested approval to install new windows. Application approved as submitted.

Resident at 12 King Charles Lane submitted application to replace storm door and entrance door. Application approved as submitted.

Old Business

Mr. Reigle, the painter who absconded with our funds, has been arrested and goes on trial August 26. Our claim for restitution in the amount of \$2,350 has been submitted.

With no further business, the meeting adjourned at 9:15 p.m. The next regular meeting will be held on Tuesday, September 1, 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

(Subsequent to the Board meeting, an application from resident at 44 King Charles Lane was received to replace the front door and paint the first floor window shutters. This application was approved as submitted.)

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

September 1, 2009

The regular monthly meeting of the NCCA Board of Directors was held on Tuesday, September 1, 2009, in the Spring House. The meeting was called to order at 7:35 by the president, James Downey, with the following Board members, officers, and committee heads present: Bruce Collier, Marie Dempsey, Carl Ruzicka, Bob Donatelli, and Joanne Urquhart. Also in attendance were Michael and Megan Rogalus, Afroza Karim, Jill Collier, Paul Abraham, Fred Dichter, John Shultz, Casey Gibbons, Aline Turner and Patrice Cichalski.

General Business

The minutes of the August meeting were approved as submitted.

Mr. Donatelli distributed and reviewed the Profit & Loss Statement as of July 2009 and the P&L YTD Statement from January 1 to July 31, 2009. Total income as of July 31, 2009 was \$28,887 and expenses for the month totaled \$36,185 with the statement reflecting a loss of \$7,298 for the month of July. Income YTD as of July 31, 2009 totaled \$121,565 and expenses totaled \$102,913 with the statement reflecting a cash flow of \$18,652 as of June 30, 2009 YTD.

Additional tree work has been recommended in the amount of \$2,100; however Mr. Donatelli suggested doing that work in the 4th quarter, when we will be in a better cash flow position. We should be receiving about \$28,000 in October for assessments.

Mr. Donatelli reported that we received a renewal contract for accounting services from First National Bank. The fee for our current contract is \$800 per quarter. The new contract includes a modest increase of \$25. A motion was made that we accept the new contract from First Nation Bank at a cost of \$825 per quarter for bank accounting services for the next year effective October, 2009. The motion carried unanimously.

Mr. Donatelli reviewed the status of delinquent accounts. During the month final notices were sent to:

Mr. and Mrs. W. W. Prokoff, 267 Bucks Meadow, in the amount of \$350

Scott and Diane Longmore, 126 Commonwealth, in the amount of \$355

Edward and Connie Chase, 121 Union, in the amount of \$350

Cecelia Santiago, 256 Canterbury, in the amount of \$370

Reynald St. Fleur, 107 Chesapeake, in the amount of \$381

If we do not receive responses from the above residents, these accounts will be turned over to our legal counsel.

Mr. Donatelli suggested we send a final notice to John and Eileen Bronkovic, 144 Commonwealth, who currently owe over \$1,500. If they are still in bankruptcy, then it should be their responsibility to approach us.

District Court complaints were filed against four residents: Sara Herbott, 50 Gettysburg; Howard and Patricia Cohen, 55 Cherry Lane; Alan Weiner, 14 Chesapeake Drive; and Inger Amery, 106 Chestnut Drive.

A resident living on York Street indicated that she has had a ceiling drop in her townhome and a contractor told her she should replace all of the ceilings in her house. The resident was seeking alternative ways for handling this situation. Several residents indicated that instead of taking down and replacing all of the entire ceilings, the ceilings can be re-screwed. That remedy seemed to correct their personal situations.

Correspondence received and sent was reviewed. Mr. Downey received a call from a resident on Delaware Court who wanted the Association to lobby for changing a bus stop on that street. The Board felt we should not be involved in trying to change/move bus stops within the community.

Maintenance

A resident living on Chestnut Drive attended the meeting to request removal of an overgrown tree on common ground. Prior to the meeting, one of the Board members had looked at the tree in question and felt that, while the tree is overgrown, it is still a healthy tree. The position of the Board has been that we do not usually remove healthy trees, but that homeowners do have the authority to trim any portion of trees that hang onto their private property.

Concern was also raised regarding the condition and lack of maintenance of a neighboring property which is overgrown. Complaint regarding this property had been filed with the Township; however, the Township indicated that it should be handled by Newtown Crossing. The Board indicated that overgrown lawns, shrubs, etc. fall within the jurisdiction of Township regulations and that the Homeowners Association does not have authority in its By-Laws to regulate those issues governed by the Township.

Mr. Ruzicka reported that he received a call from a resident regarding a split rail fence on common ground that runs along her property line and goes around the cul de sac. Apparently the Association constructed the fence, it appears to be fairly old, and needs replacement rails and repair. Some rails are missing, which create safety concerns since the fence runs along the top of a retaining wall which has a 6-8 foot drop. If the repairs consist of just inserting replacement rails, Mr. Downey suggested a few Board members pick up the materials and do the replacement work.

Mr. Downey wrote to Mr. Moran regarding two entries on a bill received from him—one for \$332.50 and the second for \$220 for work approved by Joe Chiolo. Mr. Collier checked with Mr. Chiolo who indicated he did not authorize any work from Mr. Moran. It may be that Mr. Moran put a wrong name as authorization, however, the description of the work was also unclear. Mr. Downey wrote to Mr. Moran requesting he contact us regarding these two items, but as of the meeting time he had not yet heard back from him. Mr. Downey suggested we withhold \$552.50 from the next payment and the Board agreed. The Board will pay Mr. Moran for these services once clarification of the work done is provided.

Pool

Paul Abraham, who at a previous meeting had volunteered for the pool committee, indicated that he spoke to Aqua and they were going to give a proposal for opening and closing the pool. He also received a quote from Pool Man in the amount of \$950 to close the pool, which included winterizing the pool, draining the pool, taking the filter apart, and putting on the cover. Mr. Abraham has also obtained quotes for other pool work. He obtained a quote to pressure test the baby pool, which included testing all the lines, the skimmer, the return and filter. The quote for that work is \$375. Mr. Abraham indicated that there are a lot of families in the community that would like to see the baby pool fixed instead of being filled in as was discussed at a previous Board meeting and he has some quote information relative to the baby pool. Mr. Abraham has also obtained quotes from several contractors for work that needs to be done to repair the main pool. Mr. Donatelli has also obtained a quote from Mt. Lake for work at the pool. Work involving substantial cost needs to be done to the main pool. The consensus was that the work should be started in April, 2010 so that all of the major work at the pool is completed by the start of next year's pool season.

Mr. Abraham also indicated that he was informed by Aqua that someone at the pool should be licensed to handle chlorine. Also, apparently the valves are leaking and we are losing a lot of water. It was also conveyed by Aqua that the pool filter should never be turned off and on a timer.

The most critical thing now was the fact that the pool needs to be closed. Mr. Abraham will contact Aqua again to obtain a quote for closing the pool. If he does not hear back from Aqua, then we will go with the

quote submitted by Pool Man. The Board authorized Mr. Abraham to contract with Pool Man for closing the pool if he does not received a quote back from Aqua.

There are large expense items that will need to be budgeted for repair of the main pool. Discussion followed as to whether we should fix the baby pool or fill in the baby pool as was discussed at the last meeting. A number of residents in attendance at this meeting felt as though there are numerous families with smaller children who want to see the baby pool repaired; however, those repairs will be costly and in addition to the costly repairs that are needed for the main pool.

The issue of making the pool a self-sustaining entity was raised and one resident questioned that since we used to charge for pool memberships, why was it ever changed? It was explained that by a 3-2 margin the Board voted to have pool membership included in the dues. One resident then suggested going back to charging pool memberships for those residents who actually use the pool, and all of those funds would go directly to pool maintenance. For those residents who may only use the pool several times during the year, they could pay per visit to use the pool, without having to come in as a guest as with non-residents who do need to come in with another NCCA pool member.

Paul Abraham indicated that there are a number of people, some of whom were in attendance, who were interested in being involved with the pool committee. Because of the prior interest Mr. Abraham had expressed in working on the pool committee and the fact that he has already been involved in obtaining quotes for pool repairs, the Board suggested he set up a meeting with the other individuals interested to form a pool committee. This committee will obtain quotes for alternative scenarios of repairs at the pool for presentation at the budget meeting. This will include obtaining quotes to repair both the main pool and the baby pool, and any other work that needs to be done in the pool area.

In past years the lifeguards had been responsible for cutting the grass at the pool; however, this did not always happen this season, partially because of mower problems. John Schultz attended the meeting and had expressed interest in submitting a bid to cut the grass for next season. He will submit a proposal and the Board will make a decision as to whether to accept that proposal or have the guards cut the grass next summer, or have a combination of Mr. Schultz cutting and the guards trimming between cuts if needed. If we continue with having the guards cut the grass, the mower will need to be repaired.

Concern was raised again regarding safety at the pool when swimmers were in the deep end but no guard was on duty at the deep end. The quality of supervision of the guards was questioned and the pool committee will discuss developing new personnel structure and supervision for next year.

Mr. Abraham received a verbal quote of \$600 from Walsh Electric to remove the unused, inoperable pole lighting at the pool. The poles would be cut/removed and the wiring capped off. Mr. Collier felt that was something that he could do, with help from another resident or two.

Manor House

Mrs. Dettra's report indicated that there were three paid rentals in August and two community sponsored events. No rentals were yet scheduled for September.

A resident of Newtown Crossing inquired about renting the Spring House for theater classes. It was requested that she write a proposal for presentation to the Board.

There has been a lack of control and abuse of the use of the Manor House/Spring House by residents using the facilities for group meetings. Certain groups use the facilities without scheduling, have not cleaned up afterwards, have left windows open, etc. Discussion followed as to how to deal with the situation. Suggestions included changing the locks and changing the security code. A number of groups use the facilities; however, it consistently appears that the abusers seem to be the two political party groups, whose group leaders live in Newtown Crossing.

After discussion, it was agreed that Mr. Downey will write to the two political group leaders advising them that the Manor House and Spring House are for recreational use only and not for political use, and that they are no longer permitted to use the facilities. They will also be asked to return any keys that are in their possession.

Social

Mrs. Strange was thanked for a great job with the poolapalooza party. She is currently planning a "Halloween Happening" which will include Peaceable Kingdom coming out to the Manor House with a petting zoo. Cost for the petting zoo is \$250 and a candy toss will be held afterwards. This event is scheduled for October 18 at 2:00.

Architectural Control

Resident at 137 Hidden Valley Lane submitted application to install new windows. Application approved as submitted.

Resident at 11 Union Street submitted application to install a new roof. Application approved as submitted.

Resident at 10 Prince Phillip Court submitted application to install a new roof. Application approved as submitted.

Old Business

The entrance signs still need to be painted and several residents in attended offered to help with that project.

Mr. Reigle was schedule for court on August 26, but the case was continued due to his "unavailability" and has yet to be rescheduled.

With no further business, the meeting adjourned at 9:30 p.m. Due to pertinent issues up for discussion at the next meeting and the fact that several Board members had conflicts with the regular scheduled timeframe, the next Board meeting will be held on Wednesday, October 14, 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 1, 2009

The regular monthly meeting of the NCCA Board of Directors was held on Tuesday, September 1, 2009, in the Spring House. The meeting was called to order at 7:35 by the president, James Downey, with the following Board members, officers, and committee heads present: Bruce Collier, Marie Dempsey, Carl Ruzicka, Bob Donatelli, and Joanne Urquhart. Also in attendance were Michael and Megan Rogalus, Afroza Karim, Jill Collier, Paul Abraham, Fred Dichter, John Shultz, Casey Gibbons, Aline Turner and Patrice Cichalski.

General Business

The minutes of the August meeting were approved as submitted.

Mr. Donatelli distributed and reviewed the Profit & Loss Statement as of July 2009 and the P&L YTD Statement from January 1 to July 31, 2009. Total income as of July 31, 2009 was \$28,887 and expenses for the month totaled \$36,185 with the statement reflecting a loss of \$7,298 for the month of July. Income YTD as of July 31, 2009 totaled \$121,565 and expenses totaled \$102,913 with the statement reflecting a cash flow of \$18,652 as of June 30, 2009 YTD.

Additional tree work has been recommended in the amount of \$2,100; however Mr. Donatelli suggested doing that work in the 4th quarter, when we will be in a better cash flow position. We should be receiving about \$28,000 in October for assessments.

Mr. Donatelli reported that we received a renewal contract for accounting services from First National Bank. The fee for our current contract is \$800 per quarter. The new contract includes a modest increase of \$25. A motion was made that we accept the new contract from First Nation Bank at a cost of \$825 per quarter for bank accounting services for the next year effective October, 2009. The motion carried unanimously.

Mr. Donatelli reviewed the status of delinquent accounts. During the month final notices were sent to five residents. If we do not receive responses from these residents, these accounts will be turned over to our legal counsel. District Court complaints were filed against four residents.

A resident living on York Street indicated that she has had a ceiling drop in her townhome and a contractor told her she should replace all of the ceilings in her house. The resident was seeking alternative ways for handling this situation. Several residents indicated that instead of taking down and replacing all of the entire ceilings, the ceilings can be re-screwed. That remedy seemed to correct their personal situations.

Correspondence received and sent was reviewed. Mr. Downey received a call from a resident on Delaware Court who wanted the Association to lobby for changing a bus stop on that street. The Board felt we should not be involved in trying to change/move bus stops within the community.

Maintenance

A resident living on Chestnut Drive attended the meeting to request removal of an overgrown tree on common ground. Prior to the meeting, one of the Board members had looked at the tree in question and felt that, while the tree is overgrown, it is still a healthy tree. The position of the Board has been that we do not usually remove healthy trees, but that homeowners do have the authority to trim any portion of trees that hang onto their private property.

Concern was also raised regarding the condition and lack of maintenance of a neighboring property which is overgrown. Complaint regarding this property had been filed with the Township; however, the Township indicated that it should be handled by Newtown Crossing. The Board indicated that overgrown lawns,

shrubs, etc. fall within the jurisdiction of Township regulations and that the Homeowners Association does not have authority in its By-Laws to regulate those issues governed by the Township.

Mr. Ruzicka reported that he received a call from a resident regarding a split rail fence on common ground that runs along her property line and goes around the cul de sac. Apparently the Association constructed the fence, it appears to be fairly old, and needs replacement rails and repair. Some rails are missing, which create safety concerns since the fence runs along the top of a retaining wall which has a 6-8 foot drop. If the repairs consist of just inserting replacement rails, Mr. Downey suggested a few Board members pick up the materials and do the replacement work.

Mr. Downey wrote to Mr. Moran regarding two entries on a bill received from him—one for \$332.50 and the second for \$220 for work approved by Joe Chiolo. Mr. Collier checked with Mr. Chiolo who indicated he did not authorize any work from Mr. Moran. It may be that Mr. Moran put a wrong name as authorization, however, the description of the work was also unclear. Mr. Downey wrote to Mr. Moran requesting he contact us regarding these two items, but as of the meeting time he had not yet heard back from him. Mr. Downey suggested we withhold \$552.50 from the next payment and the Board agreed. The Board will pay Mr. Moran for these services once clarification of the work done is provided.

Pool

Paul Abraham, who at a previous meeting had volunteered for the pool committee, indicated that he spoke to Aqua and they were going to give a proposal for opening and closing the pool. He also received a quote from Pool Man in the amount of \$950 to close the pool, which included winterizing the pool, draining the pool, taking the filter apart, and putting on the cover. Mr. Abraham has also obtained quotes for other pool work. He obtained a quote to pressure test the baby pool, which included testing all the lines, the skimmer, the return and filter. The quote for that work is \$375. Mr. Abraham indicated that there are a lot of families in the community that would like to see the baby pool fixed instead of being filled in as was discussed at a previous Board meeting and he has some quote information relative to the baby pool. Mr. Abraham has also obtained quotes from several contractors for work that needs to be done to repair the main pool. Mr. Donatelli has also obtained a quote from Mt. Lake for work at the pool. Work involving substantial cost needs to be done to the main pool. The consensus was that the work should be started in April, 2010 so that all of the major work at the pool is completed by the start of next year's pool season.

Mr. Abraham also indicated that he was informed by Aqua that someone at the pool should be licensed to handle chlorine. Also, apparently the valves are leaking and we are losing a lot of water. It was also conveyed by Aqua that the pool filter should never be turned off and on a timer.

The most critical thing now was the fact that the pool needs to be closed. Mr. Abraham will contact Aqua again to obtain a quote for closing the pool. If he does not hear back from Aqua, then we will go with the quote submitted by Pool Man. The Board authorized Mr. Abraham to contract with Pool Man for closing the pool if he does not received a quote back from Aqua.

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Old Business

The entrance signs still need to be painted and several residents in attended offered to help with that project.

Mr. Reigle was schedule for court on August 26, but the case was continued due to his "unavailability" and has yet to be rescheduled.

With no further business, the meeting adjourned at 9:30 p.m. Due to pertinent issues up for discussion at the next meeting and the fact that several Board members had conflicts with the regular scheduled timeframe, the next Board meeting will be held on Wednesday, October 14, 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

October 14, 2009

The regular monthly meeting of the NCCA Board of Directors was held on Wednesday, October 14, 2009, in the Spring House. The meeting was called to order at 7:48 by the president, James Downey, with the following Board members, officers, and committee heads present: Pete Ancona, Bruce Collier, Marie Dempsey, Carl Ruzicka, Bob Donatelli, and Joanne Urquhart. Also in attendance were Barbara Ehmann, Perry Brownstein, Jill Collier, Paul and Sue Abraham, Casey Gibbons, Aline Turner, Patrice Cichalski, Alexandra Gallagher, Jen Miller and Paul and Louise Morton.

General Business

The minutes of the September meeting were approved as submitted.

Mr. Donatelli distributed and reviewed the Profit & Loss Statements as of August and September 2009, the P&L YTD Statement from January 1 to September 30, 2009, and the Balance Sheet as of September 30, 2009. Total income for August 2009 was \$9,488 and expenses for the month totaled \$26,762 with the statement reflecting a loss of \$17,274 for the month of August. Total income for September 2009 was \$3,975 and expenses for the month totaled \$12,846 with the statement reflecting a loss of \$8,852 for the month of September. Income YTD as of September 30, 2009 totaled \$135,028 and expenses totaled \$142,501 with the statement reflecting a negative cash flow of \$7,473 as of September 30, 2009 YTD. Assets and Liabilities/Equity as of September 30, 2009 totaled \$198,511.

This year's numbers on the balance sheet appeared skewed because last year's numbers included the Spring House insurance settlement which totaled \$111,000. Assessment receivables have been increasing due to increased delinquency problems. We should bring in about \$28,000 in assessments during the month of October and approximately \$2,000 of expenses remain for the month. That should bring the checking account balance up to the point where the \$9,500 that was withdrawn from one of our CD's can be reinvested back into another CD. We currently have a negative cash flow because the majority of the expenses have already been paid for the year, but a full quarter of assessments still need to be received in the final quarter of the year.

Mr. Donatelli reminded the Board that a budget meeting needs to be scheduled in November. It was decided to hold the budget meeting on Wednesday, November 11, and move the regularly scheduled meeting to the same night. The meeting(s) will start at 7:00 in the Spring House.

Mr. Donatelli reviewed the status of delinquent accounts. Final notices were sent to five residents.

One account was paid in full. No response was received from the other four accounts, which were turned over to our attorney for collection proceedings.

Two judgments were filed. There is a 30-day appeal period for one account. Another resident is currently in a foreign country and it will be up to the legal system to determine the outcome of that account. A hearing was rescheduled for October 22 on another account. We also executed a judgment against another resident in the amount of \$806. After that judgment was executed, we received a notice of a scheduled sheriff sale of the property on December 11 which was initiated by the mortgage company. On September 29 a constable sale was scheduled on the same property for the owner's personal property. Mr. Downey was advised of the constable sale; however, since he was not authorized on behalf of NCCA to buy any of the personal property, Mr. Downey postponed that sale. Mr. Donatelli suggested postponing the constable sale until December 11 in order to hold both sales on the same day; however, Mr. Downey indicated that the constable sales are held on the property but the mortgage foreclosure sales are held at the court house. Mr. Downey indicated it was futile for us to go through the efforts of the constable sale if the mortgage company was going to get first priority. Mr. Downey will follow up on this issue.

Mr. Donatelli indicated that residents who originally owed \$1,535, filed for bankruptcy in March of 2007. According to that order the Association had to write off everything prior to the order in the amount of \$787. From March 5, 2007 forward, the residents owe \$748 and the resident told Mr. Donatelli that if he was sent an accounting of what was owed, he would contact us to arrange payment. Mr. Donatelli has not received a response, therefore, a final notice will be sent to the resident. If no response is received within 30 days, we will initiate a judgment.

Years ago another resident, had received Board approval to pay \$25 per month of her delinquent assessments. For the first several years she had been making regular payments, but, over the past 1-1/2 years, payments have been sporadic and the balance owed went from \$375 to a currently owed balance of \$576. Mr. Donatelli suggested rescinding the original arrangement due to non-payment and issue a final notice. Mr. Downey indicated that he had received a call from Newtown Township indicating that there are piles of trash at that same address. Newtown Township was referring this issue to us when it remains a Township issue.

Maintenance

We have received complaints from residents on Cherry Lane regarding the pine trees which were planted several years ago by Mr. Moran. These trees are currently dying. Mr. Downey has contacted Mr. Moran regarding this issue and is awaiting a reply.

There is an area between the cul de sac on Prince Philip and a retaining wall which is owned and maintained by the Association that drops off to a backyard on Delaware Court. There is a split rail fence to prevent anyone from walking off the edge of the retaining wall and the fence currently needs repair. The fence runs about 14 lengths from one end to the other. Initially the Board considered doing the work themselves, but once it was determined the extent of the work, it was decided we should contract to have the work done. Moran gave an estimate of \$1,320 to remove some vegetation in the area, clear it all out, remove and dispose of all of the old posts and railings, and install new posts and railing. Mr. Ruzicka made a motion to approve Moran's bid to do this work. The motion was seconded and carried unanimously. Mr. Ancona will contact Moran and also have him take a look at the retaining wall.

A resident on North Lancaster Lane raised complaint about a grove of trees on common ground behind North Lancaster. This area is not being mowed and branches that fall from the trees are never picked up. Some of the maintenance crew had been depositing branches in that same area about a year ago, and we spoke to Moran at the time and the situation subsided for awhile. Mr. Ruzicka will contact Moran regarding this situation.

A resident has contacted the Board to request permission to remove a few trees on his property and also several trees on common ground at Chesapeake and Hidden Valley. The trees on common ground are silver maples which are "junk" trees with which we have had a lot of problems. Silver maples are very fast growing trees but also very weak and very often the branches break off. The trees in question are not unhealthy, but are not a great species—this type of tree just gets bigger and worse and becomes more of a threat as they do get bigger. The trees are also growing in a very narrow section of common ground. The resident is willing to pay to have these particular trees removed.

Given the nature of the species of silver maples, Mr. Ancona felt that if the resident is willing to pay to have them removed and there is no problem with the neighboring residents, he felt the resident should be allowed to take them down. The Board agreed, however, felt that similar requests of this nature should be decided on a case-by-case basis. If need be, at a later date we could plant something of a more appropriate nature on that area of common ground. Mr. Ancona felt that, especially in the narrow breezeways, if we take trees down we should not replace them. He further felt we should start to note where trees have been taken down, because in some instances residents have planted trees and years later the Association bears the cost of removing them when the trees become problematic.

Other tree issues discussed included the grove of locust trees along Mill Pond. Several years ago one of those trees fell on a neighbor's fence and a second one recently fell, landing on common ground and the sidewalk.

Mr. Downey felt that we should have Jim's Tree Service give us a recommendation on whether those trees should all be removed, given the fact that two of them have already fallen and they fell in weather that was not severe. Mr. Downey felt we should consider including the removal of those trees in the budget for next year before any of the other trees in that area fall. We had received an estimate of \$2,100 to elevate the trees along Mill Pond, and Mr. Ancona suggested talking to Jim's Tree about a package proposal to also remove the grove of locust trees. If we do remove all of those trees, we will discuss at a later date how many, if any, of those trees we would want to replace.

Pool

Mr. Abraham, representing the Pool Committee, has been soliciting bids from several contractors for various repair work at the pool. The main pool needs to be acid washed, old tiles removed, new tiles installed completely repainted and re-lined. Work not only has to be done on the main pool but work needs to be done in the pump house, which needs plumbing work, roofing, siding, and window repair. The baby pool was pressure tested and it was not leaking in the pipes but there was leakage at the bypass in the pump house. If the baby pool is repaired, that will need new tile installed and need to be painted. Several valves have to be changed and an O ring needs to be replaced on the main filter. The drum that holds the chlorine has been stored in the pump house, but one pool contractor indicated that it should be stored outside the pump house because the chlorine will eat through metals that are in the pump house. It was suggested putting an outside, fenced area next to the pump house. It was also indicated that a certified person should be handling the chlorine. The faucet by the baby pool is leaking and needs to be dug down to the frost free line. There is also a faucet by the pump house that is leaking and there is a leak in the bathroom.

Mr. Abraham received proposals for the above pool work from Mt. Lake Pools, Poolman and Aqua Pool Services and distributed and reviewed the quotes received. Bids were received for opening/closing the pool, for painting and tiling the main pool and for repairing the baby pool and other small items of repair. He also received a bid to install siding and repair the exterior of the pump house, guard house, middle building and front building.

In trying to compare the bidding information received by Mr. Abraham, it was suggested that the Pool Committee put together a comparison of all three contractors so that we can easily compare costs based on the work they are bidding upon, since some contractors included items which were not included in another contractor's bid. The Pool Committee will put together a spread sheet with comparison numbers of all three of the contractors for presentation at the budget meeting to be held in November. There is considerable work to be done at the pool and the Board suggested that the Pool Committee put an entire punch list together of all of the work that needs to be done. We may not be able to do everything next year, but we need to prioritize for discussion at the budget meeting.

The three pool companies who did bid on the pool work indicated concern with the slide that was installed this year indicating that it poses a great liability, especially since it was not part of the original pool plan. We may need to discuss removing it due to the liability it represents.

Some of the items that were normally included in the pool closing in previous years were not included in this year's pool closing, like draining the waterlines in the bathroom, pouring antifreeze in the toilets, etc. These pool closing items will need to be taken care of and these items will need to be spelled out in future bid solicitations. Mr. Ancona offered to help with the rest of the winterization of the pool. The water in the pool area will not be turned off until all work at the pool/playground requiring water is completed.

Due to a prior commitment, Mr. Lawlor was unable to attend the October meeting, but did stop in at the end of the meeting. Mr. Lawlor indicated that he has accepted a new job position and will no longer have the time available to devote to the pool. He will, therefore, be stepping down as the Pool Committee chairman. Mr. Lawlor will continue to install the playground equipment as much as possible. He indicated that about four more main poles have to be installed, but there are also about 20 smaller poles to be installed. Mr. Lawlor

indicated that they were going to try to work the coming weekend on the playground. Several residents at the meeting offered to help with the installation of the equipment. Other work parties will be posted on the website.

Mr. Lawlor also indicated that he has an account which contains money earmarked for the playground from fundraisers over the past several years. He indicated that some of these funds are still needed for playground expenses and when the expenses are all paid he will turn over the remains of that account to the Association. There is also approximately \$300 in a savings account from the snack shack which will carry forward for the next pool season.

Manor House

Mrs. Dettra's report indicated that two paid rentals are scheduled for October and one community event is scheduled. Mrs. Dettra will contact Leck's Exterminating for a scheduled treatment and Kenderdine for furnace servicing.

There have been issues with some of the groups within the community that use the Spring House and Manor House. Mrs. Dettra indicated that most of the groups using the Manor House are cooperative and call to schedule, however, some of the groups need to be reminded to clean up. Mr. Downey spoke to Mrs. Dettra and advised her to let him know what groups do not clean up and he will follow-up with the representatives of those groups.

Publicity

An email will be going out to the community about the Halloween party. We received notification that Brinks Security is now Broadview. The promotion of offering free basic installation and a \$75 rebate to NCCA will still hold true for NCCA residents who sign up for a three-year contract.

Architectural Control

Residents at 105 Chestnut Drive submitted application to install new siding, new windows and front door, patio door and garage door. Application approved as submitted.

Residents at 9 Chesapeake Drive submitted application to install new shed, fencing, windows and new front door. Application approved as submitted.

Residents at 1 Princess Lane submitted application to install storage shed. Application approved as submitted.

Residents at 213 Hidden Valley Lane submitted application to install new roof. Application approved as submitted.

New Business

A resident asked what the Board policy was on posting political signs within the community. The Board advised that residents are permitted to put signs on their personal property. The Association does not endorse any particular political party and does not want political signs on common ground.

With no further business, the meeting adjourned at 9:45. As previously discussed, the budget meeting and the next Board meeting will be held on Wednesday, November 11, 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

November 11, 2009

The regular monthly meeting of the NCCA Board of Directors and the 2010 budget meeting was held on Wednesday, November 11, 2009, in the Spring House. The regular meeting was called to order at 7:10 and the budget meeting followed thereafter. The meeting was called to order by the president, James Downey, with the following Board members, officers, and committee heads present: Pete Ancona, Bruce Collier, Marie Dempsey, Carl Ruzicka, Bob Donatelli, and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann, Paul Abraham, Jill Collier, Casey Gibbons, and Patrice Cichalski.

General Business

The minutes of the October meeting were approved as submitted.

Mr. Downey received several calls from Newtown Township regarding 146 Commonwealth Drive. Apparently the property is now abandoned. We also received a notice of a sheriff sale for a property on Gettysburg Lane. Mr. Donatelli reviewed the status of delinquent accounts.

Two matured CD's had been deposited into the checking account and \$9,500 could be invested back into a CD. However, Mr. Donatelli indicated we may keep that money in the checking account because, at this point, the interest rate is so low and we may need that money for the deposit to start the renovations on the pool.

Maintenance

Mr. Ruzicka received a call from a resident thanking the Board for replacing the split rail fencing on Prince Philip: however, some tools were left behind, which means the job may not have fully been completed. Mr. Ruzicka will follow up on this. Mr. Ancona also never received a reply regarding the replacement of the top level of the retaining wall in that same area.

Mr. Ruzicka spoke to Mr. Moran about the grove of trees on common ground which does not have much grass to maintain, however, the area was littered with fallen branches and needed maintenance. That area has since been cleaned up. After dialogue with Mr. Moran, Mr. Ruzicka felt that Mr. Moran may not fully understand his areas of responsibility, and perhaps we should be more explicit as to what we are expecting of the landscaper to insure that we are being appropriately charged for the services for which we are contracting. Mr. Downey explained that there are numerous common areas within the community that have not been contracted over to our landscaper, and residents maintain some of these areas, which, in turn, helps to keep landscaping costs down. Mr. Downey felt that it is our responsibility to remind Mr. Moran to maintain areas that may not be regularly maintained, but may need periodic maintenance even if it does involve an additional cost.

A resident in attendance inquired as to whether Mr. Moran was responsible for the clean up of the pine needles along York and Mill Pond. We have never told him to do this. If we authorized Mr. Moran to maintain all of the common ground according to the tax maps, we would be paying far more than what we are currently paying in landscaping fees. However, we probably should instruct Mr. Moran to periodically clean up areas which do not require regular mowing, but may need periodic clean-up of weeds or dead branches. One problem Mr. Moran has expressed to Mr. Downey is the fact he has had to spend excessive time cleaning up feces, junk, glass, and sticks along Mill Pond.

Mr. Abraham expressed concern over some homeowners lack of maintenance of sidewalks, since his motorized handicapped scooter has overturned several times on the sidewalk and other residents have indicated that they also have tripped on sidewalks because the sidewalks are pushing up. Sidewalks are the responsibility of the homeowners. Homeowners are responsible for not only sidewalks but for the cement

shoulder which meets the asphalt of the street. Residents should also be reminded to remove the leaves from the storm water gutters. An item will be included in the information newsletter, and Mr. Downey offered to write an item for inclusion on the website regarding sidewalk maintenance.

Pool

The pool committee met to discuss the organization of the pool for the 2010 season. It was decided to divide the responsibilities into three areas. Paul Abraham will be the pool manager; Aileen Turner will handle the snack shack; and Marie Dempsey and Patrice Cichalski will oversee the lifeguards.

The pool still needs to be winterized and Mr. Collier offered to turn off the water at the pool and winterize the pool area.

Mr. Abraham submitted a proposal from a plumber, Rocky Cestroni, for plumbing repairs at the pool, which included the following work: repair work in the restrooms, repair the pool fill pipe under the ladder, repack the 1-1/2" ball valve for the fill pipe and replace handle, and repair the leaking yard hydrant, for a total cost of \$575. Mr. Abraham indicated that the plumbing work could be done in the spring and he will notify the plumber that we wish to have this work done at that time.

The pool committee has done substantial work in obtaining bids for the major pool work and that information was distributed to the Board. Besides receiving quotes to repair the actual pool and the baby pool, Mr. Abraham has received quotes to replace the siding on the guard house and the pump house. The cost to bring the pool back up to standards is roughly \$21,000 and bringing the buildings back up to standard would increase that amount to about \$25-26,000. In addition, there is work that should be done in the pump house and the shed in the back. The chlorine tub should come out of the pump house and Mt. Lake recommended installing a new shed to go on the back of the pump house and hoses could be run to the shed to pump out the chlorine. The cost of a new shed is about \$475.

Several members of the pool committee have spoken to both Pool Man and Mt. Lake and these two contractors appear to be repairing the pool in two different ways, and the pool committee was not certain which was the best way to go. Mt. Lake was formerly Sylvan Pool, who originally built and maintained the NCCA pool, and the committee was swaying toward going with them.

Manor House

Mrs. Dettra's report indicated that there were two paid rentals scheduled for November and one scheduled for December. Lecks Exterminating came serviced on October 31.

The refrigerator in the kitchen is not working, is quite old, and should probably be replaced. Mrs. Dettra indicated she will take care of a replacement if the Board so advises. The refrigerator in the back room is still working. There is an electrical problem which may be affecting the refrigerator, so perhaps we should check that out before we buy a new refrigerator. We are not sure whether there is a problem in the Manor House or in the Spring House, since the lights in the Spring House were dimming. Mr. Collier offered to contact George Hepp and take him through the Manor House and assess the situation.

Mrs. Dettra requested that the timers be reset to permit the lights to come on earlier.

Mr. Downey spoke to the contractor about the Spring House heating vent. The contractor indicated he could put in a new return vent, we could put something in front of the vent that will reduce the air speed and the noise, or reverse the layout of the meeting set-up. The contractor also stressed the importance of keeping the heat setting at 60 degrees. Various alternatives were discussed to correct the noise level of the heater.

Publicity

Mr. Ehmann reported that between the months of January and May we received 2,500 page requests per month on the NCCA website. Between the months of June and October we received 3,500 page requests per month.

We will be sending out a year-end information bulletin which will include the assessments for next year and all other information pertinent to the community.

Architectural Control

Resident at 195 Commonwealth Drive submitted application to replace siding and repair their roof with the same color. Application approved as submitted.

Resident at 9 Chesapeake had received Board approval to install fencing; however, when processing the permit application, the Township called to verify whether approval had included going 20 feet onto common ground. Mr. Downey told the Township that it did not, and the Township will not approve fencing which encroaches on common ground without NCCA approval.

Budget Information

Mr. Donatelli distributed and discussed projected expenses and receipts for the remainder of the year. This year's budget will probably come in under budgeted receipts by approximately \$5,000. Mr. Donatelli was projecting that the common grounds will come in under budget. The Manor House painting had been budgeted for \$13,300 and we had \$5,150 in reserves giving us a total of \$18,450, however, the total for the Manor House painting was approximately \$23,000. Overall, Mr. Donatelli projected a deficit of \$1,072 for the year. As far as trees and retaining wall repairs, at this point anything that is a safety issue will be addressed however, cosmetic items will be put off until next year. Given the economic conditions, it was felt assessments should not be increased

In determining expenses for next year, the major expense will be pool repairs. To do all of the needed pool repairs, the cost will be in the \$25-26,000 range. The portion of the costs for the renovation of the pool itself will go into capital repairs. The pool committee suggested that the pool repairs be completed next year, together with the pump house repairs, and defer the work to the surrounding buildings to the following year. Given the fact that we spent approximately \$24,000 out of this year's budget for painting the Manor House, Mr. Donatelli felt that we would be able to pay for the major pool repairs next year without an assessment increase.

It was questioned whether Chandler Hall will be returning next year, which would affect income for the year. Mrs. Cichalski offered to contact Chandler Hall to inquire as to whether they want to come back next year. Since several pool contractors have deemed the slide to be a liability, Mrs. Cichalski was authorize to sell the slide if she can find a buyer.

Mr. Collier made a motion that assessments for 2010 be assessed in the amount of \$21 per month per household unit for deposit into the general fund. The motion was seconded and the vote called: Mr. Ancona – yes; Mr. Collier – yes; Mrs. Dempsey – yes; Mr. Downey – yes; and Mr. Ruzicka – yes. The motion carried unanimously. Mr. Ruzicka made a second motion that a special assessment of \$1 per month per household unit be included in the 2010 assessment to go directly to the cost of renovating the pool. The motion was seconded and the vote called: Mr. Ancona – yes; Mr. Collier – yes; Mrs. Dempsey – yes; Mr. Downey – yes; and Mr. Ruzicka – yes. The motion carried unanimously. Total assessments per unit for 2010 will be \$22, with assessments remaining the same as 2009.

The major pool repairs were authorized for 2010 and it was decided that the pump house work, and the plumbing work will also be completed. The guard shack and snack shack will be deferred until the following year. The Board agreed to accept the bid of Mt. Lake for the pool work and stressed that the work be

scheduled to start in April or as soon as possible, weather permitting. It was suggested that we add a late finish requirement clause to Mt. Lake's bid to indicate that the work will be completed by no later than May 15. The plumbing working as outlined in Mr. Cestroni's bid will be completed in the spring.

Mr. Abraham will now be the contact for pool matters. A thank you will be included in the information bulletin for Mr. Lawlor's work over the past two years.

With no further business, the meeting adjourned at 9:15. The next Board meeting will be held on Tuesday, December 1, 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

December 1, 2009

The regular monthly meeting of the NCCA Board of Directors was held on Tuesday, December 1, 2009, in the Spring House. The meeting was called to order at 7:40 by the president, James Downey, with the following Board members and officers present: Pete Ancona, Bruce Collier, Marie Dempsey, Carl Ruzicka, Bob Donatelli, and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann, Paul Abraham, Aline Turner, Fred Dichter, and Khi Faht Chung.

General Business

The minutes of the November meeting were approved with one correction—page 3, under “Publicity”, the page requests were “per month”.

Mr. Donatelli reported the status of delinquent accounts. Final notices and initial collection letters were sent to six residents. None of these above residents responded during the month of October; however, Mr. Donatelli wanted to review the November bank records before turning any of these accounts over to our legal counsel.

Mr. Donatelli distributed and reviewed the Profit and Loss Statement for October and the Profit and Loss YTD Comparison for January 1 to October 31, 2009. Total income for the month of October was \$30,557 and expenses for the month totaled \$11,428, for a positive cash flow of October \$19,128. Income YTD totaled \$165,584 and expenses YTD totaled \$153,930, for a positive cash flow YTD of \$11,655.

Mr. Donatelli distributed and reviewed the NCCA 2010 Budget Proposal. Revisions were made based upon the discussion at the November budget meeting. After discussion Mr. Ruzicka made a motion to accept the 2010 budget in the amount of \$183,600. Mr. Ancona seconded the motion and the vote was called as follows: Mr. Collier – yes; Mr. Downey – yes; Mr. Ancona – yes; Mrs. Dempsey – yes; and Mr. Ruzicka – yes. The motion carried unanimously.

Maintenance

Jim Rogers of Jim’s Tree Service inspected the three poplar trees off of West Hanover and the locust trees along Mill Pond. He indicated that six of the locust trees are dangerous and should be removed as soon as possible, since they are either slit or cracked. He further recommended elevating the lower limbs of the remaining locust trees. The cost to remove the 3 large poplar trees is \$2,700 and the cost to remove the 6 locust trees is \$2,800. If we wanted to remove all of the locust trees along Mill Pond, the cost would be \$4,000. Mr. Collier made a motion to approve an expenditure of \$2,800 to remove the 6 locust trees and elevate the 10 large trees along Mill Pond and to spend \$2,700 to remove the 3 dead poplar trees behind 215 W. Hanover, for a total expenditure of \$5,500. Mr. Ruzicka seconded the motion and it carried unanimously. Mr. Ancona will verify the common ground property line behind W. Hanover and we will verify whether removing the poplar trees will create any “de-stabilization” issues with the hill.

A resident in attendance indicated that there is also a dead tree between 25 and 27 York Street. Mr. Ancona will take a look at this tree to determine whether it is actually on common ground.

Mr. Downey received another complaint regarding maintenance of 146 Commonwealth, which has been abandoned.

Pool

Mr. Abraham spoke to the pool contractor who indicated that the pool will be completed well in advance of the pool opening.

Mr. Collier took care of winterizing the pool--everything has been drained and all electric has been turned off. Mr. Lawlor took care of putting the benches away.

Manor House

Mr. Abraham spoke to George Hepp, our electrician, who indicated he had sent a note in January of 2009 indicating that he replaced the breakers for the Spring House and that the main panel box at the Manor House was in very bad shape. Mr. Hepp indicated that the panel box at the Manor House is deteriorating and should be replaced, and the panel box in the pump house also has to be replaced because of chlorine deterioration. Mr. Collier will contact George Hepp about the panel boxes.

Architectural Control

Resident at 25 York Street submitted application to install new windows. Application approved as submitted.

With no further business, the meeting adjourned at 8:50. The next Board meeting will be held on Tuesday, January 5, 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