

**MINUTES OF THE MONTHLY
NEWTOWN CROSSING
COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETINGS
2017**

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NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

January 3, 2017

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, January 3, 2017. The meeting was called to order at 7:43 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancon (late), Marie Dempsey, Carl Ruzicka, Joanne Urquhart and Bob Donatelli.

The minutes of the December meeting were approved with one correction. In paragraph four, under the breakdown of assessments, the \$2 special assessment which was listed as "repair the tennis courts and treat infected ash trees/remove dead ash trees" should read "treat ash trees/remove dead ash trees".

Mr. Donatelli reported that as of December 30, 2016 all funds of the Association have been withdrawn from First National and have been transferred to Univest.

Mr. Donatelli distributed and reviewed the "Financial Statements and Notes of the Board of Directors for Newtown Crossing Community Association, Inc. with Report of Independent Auditor December 31, 2015". Mr. Ruzicka questioned whether this year's report had been changed to correct the section of language which was problematic last year. That section appeared to have been corrected from last year's report. After review, Mrs. Dempsey made a motion to approve the 2015 audit report and sign the Board representation letter. Mr. Ruzicka seconded the motion and the vote was called: Mrs. Dempsey, yes; Mr. Downey, yes; and Mr. Ruzicka, yes. The motion carried and Mr. Downey signed the representation letter.

After two billing cycles, there are still a few residents who have been sending assessment payments to First National instead of Univest.

Mr. Donatelli distributed the November 2016 P&L Statement and the January 1 to November 30, 2016 P&L YTD Comparison Statement. Total income for the month of November was \$18,424 and expenses were \$20,418, for a negative cash flow for the month of \$1,993. Total YTD income January 1 to November 30, 2016 was \$228,191 and expenses were \$184,212. On the surface we have a positive cash flow of \$43,978. After factoring in the principle payment on the loan, that amount will come down to about \$30,000.

We received a letter from Real Estate Management Services, the agency which handles the Carriage House rental, that as of January 1, 2017 they will be merged into Long and Foster Real Estate, who will now be handling our rental services.

Mr. Donatelli asked for approval from the Board to deposit \$20,000 into a two-year CD with Univest at an interest rate of .75%. This amount had been transferred out of First National where the money had been receiving .25% interest. We have other funds to deposit, however, Mr. Donatelli suggested waiting until June to redeposit those funds so that maturity dates do not fall at the same time period. We currently have about \$99,000 in the band and \$20,000 of that will go toward the new CD.

POOL

Mrs. Dettra reported that we need a pool management service. Bennington, our pool management company for 2016, indicated that since they are a smaller company based mainly in the Delaware area, they probably would not be able to service us again this year since they only provide service to two pools in this area. Mrs. Dempsey received bids from Fox in the amount of \$33,500 (bid was not in detail) and American in the amount of \$27,200 (bid was very detailed). Both of these companies are larger companies. Further exploration into references and cost will be pursued before a decision is made.

MAINTENANCE

We received a letter from a resident whose property backs up to Route 332 where excavation work was recently performed by PECO. The resident raised complaints about the area not being repaired after the work was completed. Work of this type cannot be completed during the winter months and the Board has every expectation that the contractor will return in the spring to restore the area. Mr. Ancona will follow up on this issue. The resident will be advised.

MANOR HOUSE

Mrs. Dettra's report indicated there were no rentals scheduled for January.

Kenderdine temporarily fixed the heater in time for a rental. The blower was broken on one of the heaters and a new part had to be ordered. The blower motor was replaced and we needed to order another part that was rusted and that was scheduled to be replaced during the week of December 26. While it was felt that the recent work done on the Manor House basement will help to keep some of the moisture out, Kenderdine recommended we better insulate the basement to avoid further rusting of heater parts.

Fire extinguishers will be checked. Mrs. Dettra suggested purchasing a new rug in the front room, since she has been unsuccessful in cleaning staining.

PUBLICITY

On January 14, starting at 1:00, PECO will be hosting an energy efficiency seminar at the Spring House. This has been publicized on our website.

With no further business, the meeting adjourned at 8:25. The next meeting will be held on Tuesday, February 7, 2017, 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

February 7, 2017

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, February 7, 2017. The meeting was called to order at 7:35 p.m. by the president, James Downey, with the following Board members and officers present: Marie Dempsey, Carl Ruzicka, Joanne Urquhart and Bob Donatelli. Also in attendance was Fred Ehmman.

The minutes of the January meeting were approved with two corrections. On page 2, the last sentence of the first paragraph should read "We currently have about \$99,000 in the bank ..." and the first sentence under Pool Committee should read, "Mrs. Dempsey" and not "Mrs. Dettra".

Mr. Donatelli distributed and reviewed the December 2016 P&L Statement, the January 1 to December 31, 2016 P&L YTD Comparison Statement, the Balance Sheet as of December 31, 2016 and the 2016 Performance vs. Budget. Total income for the month of December was \$18,272 and expenses were \$34,286, for a negative cash flow for the month of \$16,014. Total YTD income January 1 to December 31, 2016 was \$246,467 and operating expenses were \$218,498 resulting in a \$27,969 surplus. Reserve expenses to fund the storm water management account, ash tree reserve account and the storm damage/tree removal account totaled \$21,084 which, after deducted, resulted in a \$6,884 positive net income. This, however, does not take into account the detention loan payments in the amount of \$13,979 and depreciation. Factoring in those two items resulted in a positive cash flow of approximately \$7,000 for the year. Assets and Liabilities/Equity as of December 31, 2016 totaled \$394,070.

We currently have \$3,573 remaining in the special account for driveway and tennis court repairs. Mr. Donatelli recommended that this remaining amount be transferred to the reserve designated to treat infected ash tree and the removal of dead ash trees. Mr. Ruzicka made a motion that the \$3,573 currently in the driveway reserve be transferred to the reserve for treatment of ash trees/removal of dead ash trees. The motion was seconded and the vote was called: Mrs. Dempsey, yes; Mr. Downey, yes; and Mr. Ruzicka, yes. The motion carried.

Mr. Donatelli raised concern regarding the property management company which currently handles the rental of the Carriage House. The January rental check had not yet been received and there have been problems receiving payments in a timely fashion in the past. The current rental agency was to have been consolidated with Long and Foster; however, Mr. Donatelli attempted to contact both agencies but did not receive a response. He felt that we should start looking for a new rental agent.

We received a list from Newtown Township of the roads scheduled to be resurfaced in 2017. Included on that list were the following Newtown Crossing roads: Mill Pond Road, Beech Street, Ash Lane, Churchill Lane, North Lancaster Lane, South Lancaster Lane, and West Hanover Drive.

POOL

Mrs. Dempsey received pool contract proposals from the following pool management companies: Bennington - \$29,186; Fox - \$30,900; and American - \$27,200. Mrs. Dempsey indicated she would prefer to continue with Bennington for another year, since she felt they were easy to work with last year. After discussion, Mr. Ruzicka made a motion to accept the proposal of Bennington in the amount of \$29,186. The motion was seconded and the vote was called: Mrs. Dempsey, yes; Mr. Downey, yes; and Mr. Ruzicka, yes. The motion carried.

The lifeguard stands are being repaired since it would probably be costly to replace them.

MANOR HOUSE

No rentals were scheduled for February. One rental is scheduled for March. One community group is meeting in the Manor House on Thursday evenings from 6:30 to 9:30.

The fire extinguishers were inspected and repaired. The Newtown Fire Inspection was completed on the Manor House and Spring House. The Spring House fire exit sign needed a bulb replacement, which was replaced. The furnace repair was completed on January 10.

Mrs. Dettra and Mr. Ruzicka met at the Manor House to inspect the broken windows at the basement level. A representative from Tom Adams requested that the heating vent and pipes be inspected before the window work begins. The pipes and vent were inspected by Kenderdine several days later and they indicated it was safe to do the repairs.

Mr. Ruzicka further reported on the issue of the broken windows at the Manor House. One of the broken windows is next to the heater, which is why we are getting rust on the heater. There are several other windows that are broken which allow cold air, rain and snow to get into the lower level of the Manor House. Some of the windows have metal frames that are embedded into the sides of the cement window wells, and it may be necessary to cut them out. Tom Adams was out to look at the broken windows and showed Mr. Ruzicka some replacement options back at the showroom. The window replacement work needs to be done as soon as possible to keep moisture and cold from getting into the house, since are wasting a lot of fuel due all of the cold air and moisture in the basement. Tom Adams will submit a quote and Mr. Ruzicka will circulate the quote when he received it from Tom Adams.

SOCIAL

An Easter Egg Hunt has been scheduled for April 2. This will be publicized in the spring newsletter.

PUBLICITY

The PECO energy seminar was held at the Spring House with four people in attendance.

NEW BUSINESS

The Annual Meeting will be held on April 4. One Board position is up for re-election.

With no further business, the meeting adjourned at 8:45. The next meeting will be held on Tuesday, March 7, 2017, 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

March minutes are not available at this time due to a computer problem. After they are manually transcribed they will appear here. Apologies for the delay.

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

April 4, 2017

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, April 4, 2017. The meeting was called to order at 7:45 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Marie Dempsey, Carl Ruzicka, Joanne Urquhart and Bob Donatelli. Also in attendance were Fred Ehmann and Katie Dettra.

The minutes of the March meeting were distributed at the meeting and were approved as distributed.

Mr. Donatelli distributed and reviewed the January 2017 P&L Statement, the February 2017 P&L Statement and the January 1 to February 28, 2017 P&L YTD Comparison Statement. Total income for the month of January was \$37,030 and expenses were \$8,349, for a positive cash flow for the month of \$28,681. Income for the month of February was \$13,039 and expenses were \$10,809 for a positive cash flow for the month of \$2,230. Total YTD income January 1 to February 28, 2017 was \$50,069 and operating expenses were \$19,158. After deducting loan payments of \$2,397 and the deposit of \$890 for window replacements, the positive cash flow for the period was \$27,624.

Mr. Donatelli reviewed current past due assessments which included the following:

Douglas & Caryn McGee – 14 Willow Court – owe \$678

Collin Carlone/Morgan Mendoza – 18 Bucks Meadow Lane – owe \$470 (called to say paid)

Raymond & Heidi Bonwell – 3 Bentwood Court - \$660

Mary McSorley – 14 N. Lancaster Lane – owes \$464

Matthew & Megan Stout – 5 Churchill Lane – owes \$660

Stephanie Roach – 69 Hickory Lane – owes \$660

Kimberly Johnson – 240 E. Hanover Street – owes \$665

Jacqueline Malvey – 102 Commonwealth Drive – owes \$755 (called to say paid in March)

Scott & Diane Longmore – 126 Commonwealth Drive - \$755

John & Eileen Bronkovic – 144 Commonwealth Drive - \$660

Michael & Joanne Long – 187 Commonwealth Drive - \$608

Cheryl B. Benene – 143 Commonwealth Drive - \$1,624.50

Barbara E. Zurlo – 203 Commonwealth Drive - \$660

Robert & Beatrice Harrington – 247 Canterbury Court - \$1,766

Maureen Mason – 24 Chesapeake Drive - \$570

Reynald St. Fleur – 107 Chesapeake Drive - \$962.56

Janice C. Miller -113 Hidden Valley Lane - \$939

Kenneth Johnson – 84 Chestnut Drive - \$578

The total of the above represents \$14,099 of \$32,750 in assessments receivable as of the end of 2016. Alan Weiner also owes \$3,700 and we have been unable to locate him. Mr. Donatelli suggested turning

that account over to a collection agency; however, that would be expensive. Discussion followed as to what course of action to take regarding some of the delinquencies. Several Board members felt that sending delinquency letters is a waste of time in many cases. Mr. Downey felt the only solution was to take delinquent residents before the district judge. However, 80% don't show up and we get a default judgment. Then we have to wait 30 days before we can file and transfer the case to Doylestown where it becomes a lien. It was felt we should put a lien on the long-standing delinquencies, since, at some point, there may be a possibility of collecting some of the delinquent assessments. One Board member felt that we should make a general rule that after three years, a lien is put on the property. In the notice for the above properties, Mr. Donatelli gave until the end of April for payment deadline. After the April month-end assessment balances are received, we can determine if any of the above delinquent accounts have been paid.

Mr. Donatelli had a call from Foster Long regarding the transfer of rental accounts to them from Real Estate Management. Real Estate Management has to provide them with a statement of every property showing where each property stands. Escrows must be forwarded to Long and Foster and the property rental check forwarded to NCCA. Long and Foster indicated they would like a chance to get things squared away and handle the management of the Carriage House rental.

Mr. Donatelli raised a question regarding the amount of the bill that was submitted for snow plowing removal during the ice/snow storm stating that he felt the bill was high. The Board members felt the amount of the bill was justified since our contractor needed to do multiple passes trying to break up ice and adding de-icer. Because of the ice, the job was much more difficult to clear than had the clearing just been snow. The Board felt the bill was justified given the amount of work involved in clearing the ice and felt that the bill should be paid as submitted.

Katie Dettra, who rents the Carriage House, attended the meeting to suggest a proposal to the Board of Directors. She and her husband have been renting the Carriage House since 2007, they like living in NCCA and feel they are a real part of the community. They would be willing to pay their rent directly to the Community Association, which would save the fee paid to the rental agent. The Board originally set up a rental agency agreement to handle the Carriage House because the Board did not want to be responsible for getting calls regarding any emergency repairs that might arise at the Carriage House. The Dettras indicated that they would also be willing to contract directly for any repairs and then submit the bills for reimbursement rather than have the rental agent or the Association having to contact repairmen for necessary repairs. The Dettras are invested in the community and are willing to work with the Association directly rather than going through the rental agency. The Board was agreeable to the Dettra's proposition; however, since we are still owed money from our prior rental agent, we cannot do anything to cancel our current rental agent agreement until all prior rental monies are received from them.

MAINTENANCE

Resident living at 140 Union Street sent an email regarding two dead trees in danger of falling on his unit. He was not sure whether the trees were on his property, common ground, or his neighbor's property. The Board will check this out. Mrs. Dempsey indicated that someone from 1 King Charles also indicated there was a dead tree/trees behind their property. Mrs. Dempsey also mentioned that there was still clean-up needed behind 57 Delaware, which is owned by an older couple who are currently physically unable to clean-up the area. Mr. Ancona had a call regarding deteriorating railroad ties behind King Charles West and he will look at the area and tell Moran to replace the ties. If the problem is more serious than just replacing a few ties, Mr. Ancona will ask for a quote. There is a second area that also needs replacement ties.

There is a switching module on the corner of Hanover and Mill Pond that needs to be replaced and the electric company will set up a scheduled outage to do that work.

The PECO restoration work has started along Route 332 and there is a section along Mill Pond that will also be cleaned up.

POOL

The swim team will have their insurance certificate submitted to the Board by May.

MANOR HOUSE

Two rentals have been scheduled for April and also a swim team meeting. No rentals are currently scheduled for May.

Tom Adams will be coming out on April 11 regarding the basement window repair at the Manor House.

Mrs. Dettra met with the carpenter who was going to repair the Manor House bannister. He was to have sent a proposal, but Mrs. Dettra has not heard from him. (Mrs. Dempsey will check on this.) He also seemed interested in doing any other work that was needed in the Manor House.

Mrs. Dettra indicated that if the Board decides to forego using a rental agent to manage the Carriage House, she would be willing to be the contact person for repairs and problems.

SOCIAL

The Easter Egg Hunt was a great success with about 60 children in attendance. It was a beautiful day with lots of fun games and prizes for the children. Special thanks to the Lorrie Strange, Marie Dempsey, Katie Dettra, and the Bochanowicz Family for organizing this event.

PUBLICITY

Newtown Township will be scheduling a hazardous waste drop off and this information will be posted on our website.

NEW BUSINESS

There was a recent fire in the garage of a townhome on York Street. Smoke damage also occurred to the townhome next door, but luckily no one was injured.

With no further business, the meeting adjourned at 9:10. The next meeting will be held on Tuesday, May 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

May 2, 2017

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, May 2, 2017. The meeting was called to order at 7:40p.m. by the president, James Downey, with the following Board members and officers present: Bruce Collier, Marie Dempsey, Carl Ruzicka, and Joanne Urquhart. Also in attendance were Dr. Jerry Shapiro and Susan Zaher.

The minutes of the April meeting were approved as distributed.

Resident living at 233 High Street wanted to build an addition onto his single home. The Association does not monitor additions to single family homes; however, the resident indicated that the Township wanted approval from the Association that he was permitted to add such an addition. A letter will be written and given to the homeowner indicating that the Association does not have any input over single homes.

The property at 143 Commonwealth, which was formerly in arrears, was purchased last year at a tax sale and the new owner has never received assessment bills since this sale did not go through normal channels for us to be notified of the sale. The property was formerly under Gayle Robbins/Cheryl Benene and we did not have a lien on the property. The new owner, Peter Farbaniec, wanted to make payment for what he owed since he purchased the property and he submitted his mailing address for billing. The property transferred title on June 13, 2016 and Mr. Donatelli will need to send a bill to the new owner for assessments owed from that date forward. The new owner also wants to make improvements to the home and an ACC Form will be sent to him for completion.

Regarding delinquent accounts, Mrs. Urquhart received phone calls from Kim Johnson, who indicated she was going to make a \$300 payment on her account, and Scott Longmoor, who also indicated he was going to make a payment on his account.

It was suggested that when the resident alpha listing is periodically updated it should also be forwarded to all of the Board members.

MAINTENANCE

Mr. Ruzicka received an email from Andy Rosenfeld, of Princess Lane, stating that the chain link fence by the playground is falling down. Mr. Ruzicka looked at it and said that it looks like it has been vandalized, since the fence has been pulled down. Mr. Ruzicka suggested putting up a better fence since it is not the same quality of fence that was installed at the pool. Several Board members asked if it was actually necessary to replace the fence. Part of the fencing in that area is split rail and part is metal fencing. After discussion, it was suggested that the chain link fence be removed and replaced with split rail all the way across. Moran will be contacted to get a price to replace this section with split rail fencing. There are also railroad ties that need to be replaced on several retaining walls in the development.

Mr. Downey is compiling a list of dead trees and will contact Jim's Tree regarding these. Mr. Collier received an email from a resident indicating that a small tree fell on common ground behind 3 S. Lancaster during one of the recent rain storms. The resident asked if this could be included in spring cleanup. This will be added to the list of tree work.

The asphalt is starting to break up on the parking apron across from 208 Commonwealth Drive. The Board talked about repairing such items, including sidewalks, after the Township completes the street repaving since sidewalks may be broken up during that process.

There are also some dead arborvitae on the parking pad across from 208 Commonwealth and overgrown forsythia on Canterbury that should be addressed. Mr. Ruzicka will include that on the list when he contacts Moran regarding other work.

POOL

The pool covers have been removed. The lifeguard stands need to be repaired. If they cannot be repaired, we may need to replace. Mr. Collier offered to take a look at the stands to see if they can be repaired.

We are still waiting for the insurance policy from the swim team. The pool is scheduled to open on Memorial weekend.

MANOR HOUSE , -

There was one Manor House rental on May 20. No rentals are currently scheduled for June.

There are no scheduled repairs for May. Mrs. Dettra is still waiting to hear from the contractor regarding the bannister repair in the Manor House. Mrs. Dempsey had provided that contact but indicated that we may have to find a new contractor. Mr. Collier offered to look at the bannister

Mr. Ruzicka indicated it appears that the back screen door to the Manor House has been broken, which may have resulted with someone trying to break into the Manor House. We may need to replace the screen door. If no one uses the screen door, it was suggested that we should just remove it.

ARCHITECTURAL CONTROL

Resident at 150 Commonwealth submitted application to install a 20x20 deck in the rear of his house and submitted a second application to expand his driveway. Question was raised as to whether doing both of these items would put him over the Township's impervious surface requirements. The Board felt the homeowner should check with the Township first and get proper Township permits, since it is questionable as to whether this work would be approved, given the impervious surface issue.

OLD BUSINESS

It was reported that the lawn at 113 Hidden Valley is overgrown again and that it should be reported to the Township.

Mr. Downey was informed by the Township that bids have been accepted for the road paving and work should start within four to six weeks. Mrs. Dempsey indicated that supposedly we are first on the list of work to be done.

Mr. Collier brought the issue of an abandoned Ford truck parked on Canterbury. There is also a Toyota Cressida that has been parked on the end of Canterbury for a lengthy amount of time. The Township cannot take action if vehicles have valid registration plates, even if it appears that they apparently have been "abandoned". Mr. Downey will take a look at the vehicles and obtain more of the necessary forms to report these vehicles to the Township.

With no further business, the meeting adjourned at 8:35. The next meeting will be held on Tuesday, June 6, starting at 7:30pm 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 6, 2017

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, June 6, 2017. The meeting was called to order at 7:37 p.m. by the president, James Downey, with the following Board members and officers present: Pete Ancona, Bruce Collier, Carl Ruzicka, Bob Donatelli, and Joanne Urquhart. Also in attendance was Fred Ehmann.

The minutes of the May meeting were approved as distributed.

The Treasurer submitted a list and reviewed delinquent accounts, which included the following:

Douglas & Caryn McGee – 14 Willow Court – \$678 – refer to Mr. Downey for legal action

Collin Carlone/Morgan Mendoza – 18 Bucks Meadow Lane – \$470 – paid in full

Raymond & Heidi Bonwell – 3 Bentwood Court - \$660 – paid in May

Mary McSorley – 14 N. Lancaster Lane – \$464 – paid in full

Matthew & Megan Stout – 5 Churchill Lane – \$660 – paid \$250

Stephanie Roach – 69 Hickory Lane – \$660 – to Mr. Downey

Kimberly Johnson – 240 E. Hanover Street – \$665 – paid \$300?

Jacqueline Malvey – 102 Commonwealth Drive – \$755 – paid in full

Scott & Diane Longmore – 126 Commonwealth Drive - \$755 – paid in full

John & Eileen Bronkovic – 144 Commonwealth Drive - \$660 – paid in full

Michael & Joanne Long – 187 Commonwealth Drive - \$608 – to Mr. Downey

Cheryl B. Benene – 143 Commonwealth Drive - \$1,624.50 – tax sale write-off

Barbara E. Zurlo – 203 Commonwealth Drive - \$660 – to Mr. Downey

Robert & Beatrice Harrington – 247 Canterbury Court - \$1,766 – to Mr. Downey

Maureen Mason – 24 Chesapeake Drive - \$570 – to Mr. Downey

Reynald St. Fleur – 107 Chesapeake Drive - \$962.56 – to Mr. Downey

Janice C. Miller -113 Hidden Valley Lane - \$939 – to Mr. Downey

Kenneth Johnson – 84 Chestnut Drive - \$578 – to Mr. Downey

Mr. Donatelli distributed and reviewed the March 2017 P&L Statement, the January 1 to March 31, 2017 YTD Comparison Statement, the March 31, 2107 Balance Sheet and the April 2017 P&L Statement and the January 1 to April 30, 2017 YTD Comparison. For the first three months of the year we had a positive cash flow of \$33,004. Total Assets and Liabilities/Equity as of March 31, 2107 were \$423,424. Total income for the month of April 2017 was \$36,992 and expenses for the month totaled \$18,924. Total income YTD as of April 30, 2017 total \$95,497 and operating expenses totaled \$44,425. Payment on the detention basin loan totaled \$4,864 for a total cash outlay of \$49,289, which resulted in a positive cash flow of \$46,208 for the first four months of the year.

Mr. Donatelli reviewed the current balances to determine whether we can currently afford the \$12,000 needed to repair the retaining walls. Some funds are specifically designated for specific purposes. We currently have a \$42,733 unrestricted fund balance and Mr. Donatelli indicated the monies needed for the retaining wall repairs could be taken out of that amount.

Mr. Donatelli reported that we are no longer dealing with the previous realtor for the Carriage House rental. We have received all of the rental fees that were owed to us. The tenants will be making rent payments directly to NCCA.

Discussion ensued regarding "abandoned" vehicles parked on common parking pads. Police have been contacted in several instances and, subsequently, owners have been contacted; however, owners have still not removed the vehicles.

Correspondence received was reviewed. Mr. Adams of Westwood Court wrote a letter to the Board expressing praise and thanks to his neighbor at 7 Westwood for taking pride in planting and maintaining the Westwood Court cul de sac.

Mr. Downey received a call from the president of the board of Timber Ridge, which is located across the creek in Northampton, regarding quads riding through the development along their side of the creek. They have called the Northampton police who have been following the quads to N. Lancaster and police have photographing them as they go back and forth between communities. The Newtown police contacted us regarding posting the property for trespassing, since the police have more of a case to prosecute if properties are posted. This has been a continuing problem. When we have posted the property in the past, the signs have been torn down.

Mr. Downey received a call from a resident saying that the owners of 140 Hanover are not mowing the grass and he suggested that they call the Township

MAINTENANCE

Mr. Ruzicka received a quote from Moran for \$350 to trim the bushes by the parking pad across from 208 Commonwealth and \$1,375 to remove the damaged chain link fence behind the tot lot and replace with a post and rail fence. For another \$125 Moran would replace the other existing rails so that they would all be uniform, for a total price of \$1,500 for that project. Mr. Ancona spoke to Mr. Moran about replacing the railroad ties on some of the bad sections of the community retaining walls. We received a quote of \$10,167 for work in two locations: \$6,160 to install I-beams and railroad ties in the rear of the north side of Delaware Court and \$4,007 to replace the top rows of railroad ties between the pool area and the playground area and King Charles West. Mr. Ancona made a motion to approve an expenditure to Moran in the amount of \$12,017, to include all of the above work. Mr. Collier seconded the motion and the vote was called: Mr. Ancona, yes; Mr. Collier, yes; Mr. Downey, yes; and Mr. Ruzicka, yes. Motion carried unanimously.

Mr. Ancona indicated that there are a number of ash trees throughout the development that are not looking good. Mr. Ruzicka requested that we post an item on the website asking for residents to help identify infected trees on common ground and pass along information to him. He will be going throughout the community with the contractor to identify which trees need to be treated on common ground.

Mr. Ancona spoke to Mr. Moran who indicated that the azaleas along Route 332 are dead and he said he could replace them for less than \$200. Mr. Ancona told him to go ahead as long as they will be watered by the neighboring resident who has watered plantings in the past.

There are a number of areas where the sidewalk has heaved up and Mr. Ancona suggested filling in with special cement to make a little ramp similar to what some residents have done on private property. Concern was raised over how that would weather the snow plowing of the sidewalks. It was suggested trying some areas to test out this process. It would be much less costly to "ramp" the areas instead of replacing all of areas of sidewalks that have heaved up.

The resident who has been snow plowing the common ground sidewalks will be moving out of the area, so we will need to find a new contractor to do that work. It was suggested contacting Eagle Ridge or Liberty Square to inquire who they use to plow their sidewalks

POOL

Mrs. Dempsey forwarded a copy of the Swim Team insurance information to Mr. Downey.

MANOR HOUSE

One tentative rental is scheduled for June and one rental is scheduled for July. Mrs. Dettra purchased a new rug for the Manor House at a cost of \$39.99.

Mrs. Dettra and Mrs. Dempsey have been unsuccessful in contacting the original contractor they spoke to regarding the repair of the Manor House railings, and Mrs. Dettra indicated that she needs to get the spindles back from that contractor.

Mr. Collier indicated that he will remove the screen door that is broken in back of the Manor House.

ARCHITECTURAL CONTROL

Resident at 143 Commonwealth submitted application to replace windows and front siding which would match the remaining sides. Application approved as submitted.

Resident at 12 Chesapeake submitted application to install fence that matches neighbor's fencing and repair driveway. Application approved as submitted.

Resident at 131 Chesapeake submitted application to replace roof. Application approved as submitted.

Residents at 1, 3, and 5 Princess submitted application to replace existing 6' shadowbox cedar fence with same fencing. Application approved as submitted.

Mr. Ruzicka reported that he spoke to the Township and they indicated that any installations of decks/patios that may impact on impervious surface must be submitted with specifications of exact size of the installations being proposed so they can calculate the impervious specifications.

Mr. Ruzicka received an email from resident at 176 Bucks Meadow who indicated that Moran's crew is picking up tree limb debris and leaving the debris in a pile on common ground without cleaning up. Mr. Ancona will contact Mr. Moran regarding this and tell them to clean up the area.

PUBLICITY

Our webmaster sent out an information notice regarding redistricting within Council Rock.

With no further business, the meeting adjourned at 9:10. Because the 4th of July holiday falls on the first Tuesday of the month, the next meeting will be held on Wednesday, July 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

July 5, 2017

The regular monthly meeting of the Newtown Crossing Community Association was held on Wednesday, July 5, 2017. The meeting was called to order at 7:37 p.m. by the vice president, Peter Ancona, with the following Board members and officers present: Bruce Collier, Marie Dempsey, Carl Ruzicka, Bob Donatelli, and Joanne Urquhart. Also in attendance were: Stephen and Eileen Sturner, Bette Green, Jean and Joe Mancuso, Karen Neiley, Jay McGuigan, Cindy Branon, Chris Chesar, Lorrie Strange and Freda Gowlana.

Approval of the June minutes were tabled until the next meeting. However, one correction was noted—on page 2, fourth full paragraph, third line, “N. Lancaster” should read “South Lancaster”.

Mr. Donatelli reviewed the status of delinquent accounts. The Harrington suit is scheduled for July 18, assuming that Mr. Downey returns to the office. Suits have been filed against four other delinquent accounts:

Stephanie Roach – 69 Hickory Lane – owes \$755

Reynald St. Fleur – 107 Chesapeake Drive – owes \$1,057

Douglas and Caryn McGee – 14 Willow Court – said they will send in a check

Janice Miller – 113 Hidden Valley Lane – received a check from her

A new list will be coming in July. \$460 is the trigger point of being in arrears.

Mr. Donatelli distributed and reviewed the May 2017 P&L Statement and the January 1 to May 31, 2017 YTD Comparison Statement. Total income for the month of May was \$21,311 and expenses totaled \$15,457 for a positive cash flow of \$5,854. YTD income as of May 31, 2017 totaled \$117,037 and YTD expenses totaled \$59,882. We have a positive cash flow of about \$50,000 after factoring in the loan payment. We usually run a positive cash flow until about July, when the pool expenses kick in.

We redeemed two \$20,000 CD's in November and December and Mr. Donatelli requested a motion to purchase a two year CD with Univest and Mr. Collier made that motion. The vote was called: Mr. Ancona, yes; Mr. Collier, yes; Mrs. Dempsey, yes; and Mr. Ruzicka, yes. The motion carried unanimously.

A number of residents who live on High Street attended the meeting to discuss the pending Arcadia development behind the woods, Arcadia's purchase of one property on High Street, their interest in potentially buying another home on High Street, and what we can do as a community if Arcadia is purchasing these properties to potentially create an access onto High Street. Residents on High street are concerned that if Arcadia does purchase an additional property/properties they will demolish the houses to make an access road onto High Street to enable access to the parcel behind the woods for development. Mr. Ancona indicated that what Arcadia would like to do and what they can do are two different things. Mr. Ancona talked to Mario Lionetti, a former zoning committee member who indicated that it was very unlikely that the Township would allow rezoning of a residential property to change it to form a connector road. But that does not mean that a corporation cannot present a proposal to suggest an alternate access. Arcadia would be trying to change the use of the property from a zoning that it has been in existence since the development of our community. There is a low probability that this would be allowed; however, residents should be encouraged to attend meetings and be active regarding this situation.

It had been suggested by Mr. Lionetti that we reach out to the solicitor notifying him that we want to be actively involved and to express our position upfront.

Mr. Ancona encouraged people to attend the zoning meetings to express concern over the potential of a road cut through to High Street. If the NCCA Board is notified of any developments we will keep the community apprised of those developments.

Questions that will need to be answered are whether there is enough room on both sides for a road to exist according to current zoning rules and whether it is permissible according to the current zoning rules to just have a road on one's property. Any road that is going to be tied into an existing dedicated Township street will need to be approved. The Board and residents should continue to follow this situation.

Regarding another issue, one of the residents on High Street indicated that a tree was removed on the cul de sac years ago but the stump was never removed. Tree suckers have grown out of the stump and it looks unsightly; therefore, the resident asked if the Board could have that stump removed. This will be added to the list of tree work.

Several residents living on Churchill Lane were in attendance regarding a serious problem on the common grounds at the end of Churchill Lane bordering the Neshaminy Creek. Mr. Ruzicka had surveyed the problem with one of the residents. Walking back into the woods, individuals have created a dirt bike/ATV track in the woods and the excessive noise has been disturbing neighbors, plus the grounds have been ravaged and large mounds of dirt have been established whereby someone could get really hurt when vehicles jump the mounds. Mr. Ruzicka suggested having Moran go down there and level the two jumping ramps, and the area needs to be posted with "no trespassing" signs. The police could say that they cannot enforce any trespassing claims if the property is not posted. Mr. Ruzicka also noted at least 100 empty beer cans littered around the area, which most likely indicates underage drinking, plus there is an old 55-gallon drum that has been used for fires and gas cans. If there was a fire in that area, the fire company could probably never be able to find their way back there. We have also been contacted by the homeowners' community across the creek regarding the noise.

The adults are a good portion of the problem because they have provided the vehicles to the kids and the community has to contribute in identifying where the kids live. One resident indicated that the paths are only about 50 feet into the woods and there are 7-8 dirt bikes back there. The noise level is enough to rattle the windows of homeowners. It's not just noise, but the safety aspect, and the potential of fire since gas cans have been found back there. Unfortunately, sending police down to that area is difficult because there are so many different ways for the individuals to escape so it is difficult for the police to catch them.

Mr. Ruzicka suggested sending a letter to all of the families on Churchill and South Lancaster. We need to do as a community what we need to do in order to serve notice, but we also need to hold the law enforcement community accountable and have them actually track down the people involved.

Carl will contact Moran and take him down there and have them plow down the trails and ramps and take away the gas cans that have been left down there. Mr. Ruzicka offered to draft a letter for sending to the residents on Churchill and S. Lancaster Lane. We need the help of the community to identify who these trespassers are and where they live.

Mrs. Dempsey presented a letter from a resident on 146 Commonwealth who wants to start a business out of his home as an FFL selling guns as an intermediary and he requested a letter from the Township indicating that the Association has no issue with this. Discussion followed as to whether there was anything in the By-Laws about people running this type of a business out of their home. It was felt that we need to review the By-Laws before making a decision of signing off on this; therefore, a decision was tabled until the next Board meeting.

MAINTENANCE

Mr. Ruzicka will be soon be connecting with the tree specialist regarding the diseased ash trees.

Moran should be looking at the retaining walls within the next several weeks.

One of the azaleas that Moran planted is dead. He should be contacted regarding this and possibly replant in the fall.

POOL

We may need to replace the panel box at the pool. Mr. Donatelli felt we should consider replacing the other boxes at the Manor House and Carriage House at the same time, since all of these are about the same 1983 vintage. It may be more cost effective to replace all three at the same time. This is something that does not need to be done immediately.

The handle broke on the water valve which had been replaced two years ago. The cost to replace the valve will be about \$350. It was felt that we may need to spend more money for something that will be more durable and withstand water elements, since it is emerged in water. Mr. Ancona indicated that there are gas regulator pits that have been in the ground for a hundred years that are exposed to a worse environment than at our pool and they have not deteriorated. It may be that what was installed two years ago was either of poor quality that was not built to withstand the environment or the valve is not being operated properly. The question was whether we would want to spend \$350 and get the same quality that was previously installed or spend more money to get a longer-term solution. Mr. Ancona offered to meet Mrs. Dempsey at the pool and try to find a longer-term solution.

MANOR HOUSE

Two rentals are scheduled for July. Lecks performed the quarterly exterminating service on June 14. Mrs. Dettra purchased a new rug for the Manor House to replace the damaged rug. A neighbor is working on repairing the broken spindle in the Manor House.

ARCHITECTURAL CONTROL

Resident at 136 Bucks Meadow submitted an application to install solar panels. Application approved as submitted.

We believe there may be an abandoned property on Bucks Meadow (O'Connor) since no one is currently living in the property and the property is in arrears. It was suggested that we check with the Township to see if taxes are being paid on the property.

SOCIAL

Lorrie Strange has found another resident to help with social activities and they will be planning a "pretzels and water ice" day at the pool in July and possibly something bigger in August. She requested a \$300 advance to pay for these activities.

NEW BUSINESS

Mr. Downey is scheduled for surgery and discussion followed regarding sending get-well card/fruit/gift certificate. Since he will be unable to eat for some time after his surgery it was suggested we send a card with an IOU for a future item.

With no further business, the meeting adjourned at 9:45. The next meeting will be held on Tuesday, August 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

Due to a computer problem, there are currently no transcribed minutes for August, 2017

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

September 5, 2017

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, September 5, 2017. The meeting was called to order at 7:33 p.m. by the vice president, Peter Ancona, with the following Board members and officers present: Bruce Collier, Marie Dempsey, Carl Ruzicka, and Bob Donatelli. Also in attendance were Fred and Barbara Ehmman, Newtown Police Chief Henry Pasqualini and 23 other residents.

Most of the residents were in attendance in response to two issues—approval of a Federal Firearms License application by Newtown Township and the Arcadia land development.

Mr. Ancona started with discussion of the FFL Application and provided a summary of event leading up to this evening's meeting. At the July 5 meeting, a Board member presented an inquiry from a resident who was applying for a Federal Firearms License (FFL). The FFL is administered by the Bureau of Alcohol, Tobacco and Firearms; applications are taken through the state and local authorities; and the individual applying for the license had been asked by the Township to make sure there were no issues relative to the Association's By-Laws which prohibited having that permit. The Board decided that they would review the By-Laws and further discuss this issue at the August Board meeting. On July 17, Mr. Ancona sent an email to the Board saying that he could not find anything in the By-Laws that gave the Association any jurisdiction over what people do within the premises of their homes. Two other Board members responded to Mr. Ancona's email and concurred with his conclusion. Mr. Ruzicka, however, felt we should intervene by contacting the applicant's neighbors alerting them of this issue. As a member of the community he had a right to do that; however, this was an issue that the Association did not have any authority over and the other Board members did not agree with that course of action. NCCA was the first Association developed in the Newtown area and we have a very limited scope of responsibilities because of our By-Laws. While other developments started after us may have more restrictive By-Laws, our By-Laws give us no authority as to whether the FFL application should or should not be approved.

Mr. Ancona further researched this issue and spoke to personnel at the Township Codes Dept. who indicated they do have authority over this situation and are basically the enforcement for the Board of Supervisors. This issue was apparently decided in 1983 as part of the joint zoning ordinances between Newtown, Upper Makefield and Wrightstown Township which allow residential areas to have commercial business enterprises working out of the home and was decided within the three municipalities. The people in the Township approving the application were interpreting and approving a law that has been on the books since that time. While there are some townships that do not allow businesses to operate out of a home, Newtown Township does allow such businesses to operate. There are also a small handful of FFLs that have been operating in Newtown for quite some time and there have never been any complaints regarding any of them. If residents do not like businesses operating out of the home, then they need to approach the Board of Supervisors, since they are the ones who can change the laws, with the police and code enforcement departments enforcing the laws.

Although the August Board meeting was cancelled, the issue of the FFL application was discussed considerably via email during the month. Specifically, around August 20, Mrs. Dempsey received a follow-up request from the resident seeking a letter of response to the Codes Department since his permit application time frame would soon expire, at a \$200 cost to him. Another email was sent to the Board and the majority of the Board agreed we had no jurisdiction over this issue and therefore we were neutral on this issue, so a letter was drafted to that effect and subsequently sent to the resident seeking the application. There was substantial back and forth dialogue between all Board members regarding this issue and Mr. Ancona, Mr. Collier and Mrs. Dempsey were in agreement that the Association had no control over regulating issues that were regulated by government agencies.

Mr. Ruzicka then again maintained that the community members living on Commonwealth should be notified that someone on their street had applied for a Federal Firearms License and their opinions should be sought. Mr. Ruzicka also found out through the Township that two or three other Newtown Township residents have FFLs, but he felt that it would have been a good idea to put an agreement with conditions together with the individual now applying for a FFL so we would have some type of binding agreement between the association and the individual. Mr. Ruzicka had hoped that the resident could have been invited to the next meeting and negotiated a binding agreement with some constraints on the business that would have been agreeable to everyone. Mr. Ruzicka took it upon himself to contact residents living on Commonwealth and inform them that someone on their street had applied for a FFL and that interaction incited a substantial number of residents to attend the September meeting.

Newtown Police Chief Pasqualini was in attendance at the Board meeting. He indicated that there are a handful of people within the Township who have FFLs and he offered further information and answered questions regarding this license. There are strict restrictions placed on the applicant who applies for a FFL. The applicant in our community seeking this license is a policeman who is a very responsible individual and he has met and exceeded all of the requirements of the license. Chief Pasqualini stated that having a FFL basically means that person becomes a transfer agent, however, there will be very little merchandise at his house. The merchandise is always locked in a gun safe, the home and the safe have burglar alarms, and delivery of merchandise to the house will always need to be signed for upon receipt. Chief Pasqualini indicated that most of the times the transfer of merchandise will not take place at the house.

Some of the residents in attendance were quite agitated and raised concerns that there are no provisions in the By-Laws that prohibit this type of business in our community and that the applicant did not advise his neighbors that he was applying for a FFL. Chief Pasqualini replied by saying that there is no requirement that the resident has to advise his neighbors of his applying for a FFL; and from the law enforcement standpoint, the Township signed off on the permit since this business is an allowed use for our zoning. If residents do not like the zoning then they should approach the Board of Supervisors and see if they will change that zoning, noting, however, that changing the law will only affect future applicants. The license was issued, and it was issued according to the law. Even if the community had objected to approval of this license, the license would have still been approved because the applicant met the township requirements and there is nothing in our By-Laws that prohibits businesses from operating within our community. Several residents said our By-Laws could have been changed if the residents had been aware of this license application; however, changing the By-Laws is not an easy or quick task and it would not have mattered since the application was already in the works prior to any attempt that could have been made to change the By-Laws. There was no way that NCCA could have prohibited this license from being approved.

Chief Pasqualini pointed out that with FFLs, there are mandates as far as security and safety, and being an FFL agent is a big responsibility—the people who have licenses take it very seriously. Chief Pasqualini again pointed out that the NCCA Board of Directors could not take a position to deny the request because we had no legal ground on which to stand. The NCCA Board has no authority to approve or disapprove the license. He also pointed out that if residents feel there are violations of the conditions of the permit they should take their specific concerns to the Code Enforcement Department at Newtown Township.

The Board and the audience thanked and appreciated Chief Pasqualini's attendance at the meeting and thanked him for clearing up some of the misconceptions, although there were some residents in attendance who appeared to not want to accept the fact that the NCCA Board had no control over the approval of this license.

Numerous residents were also in attendance to discuss the Arcadia development, the proposed development of the property between Eagle Ridge and Newtown Crossing along the bypass. The latest status has been that Arcadia has purchased a home on the High Street cul de sac and have submitted plans to the Township that propose demolishing the house in order to build a one lane, one way connector road from the proposed development that would serve as an exit for the new development of 85 homes onto High Street. While some have speculated that it is unlikely that this would pass the scrutiny of the Planning Commission, we should continue to stay on top of this situation as it progresses. The Board asked residents

to pay attention to the Township website for the Planning Commission and Board of Supervisors agendas so that interested residents can participate in the meetings when the Arcadia development is presented for review/approval.

The meeting then turned to the regular agenda business.

Several corrections were noted on the minutes of the July 5, 2017 meeting. On page 2, the first line should read, "...allow rezoning of a residential property to change it from a residential use to a connector road". On page 3, third paragraph, end of first sentence should read, "...and he said that the Township requested a letter from NCCA indicating that the Association has no issue with this." The minutes were approved with these corrections.

Mr. Donatelli distributed and reviewed the June 2017 P&L Statement, the January 1 to June 30, 2017 YTD Comparison Statement and the Balance Sheet as of June 30, 2017. Total income for the month of June was \$3,350 and expenses totaled \$16,963 for a negative cash flow of \$13,613. YTD income as of June 30, 2017 totaled \$120,387 and YTD expenses totaled \$76,845, which does not include loan payment amounts. Assets and Liabilities/Equity totaled \$427,186 as of June 30, 2017.

Mr. Donatelli reported that we have received the security deposit check for the Carriage House from our former rental agent. Now that we are dealing directly with the tenants and no longer using a rental agent, we will have to open another account with UniVest to keep the tenants' security deposit in a separate interest-bearing account. Mr. Downey, Mr. Ancona and Mr. Donatelli's signatures will be needed on signature cards, and Mr. Ancona will visit Mr. Downey to get his signature.

POOL

The Board approved an expenditure of \$850 to Walsh Electric to replace the electrical box at the pool. There was a discussion about replacing the urinal in the restroom at the pool because it is leaking, but this expenditure can wait until spring.

MANOR HOUSE

One rental is scheduled for September and one rental is scheduled for October

No repairs are currently scheduled. The gutters will be cleaned at the end of October and the heating will also be checked next month.

ARCHITECTURAL CONTROL

Resident at 137 Hidden Valley Lane submitted application to replace siding. Application approved as submitted.

Resident at 42 King Charles submitted application to install fencing. Application approve as submitted.

It was also discussed that the Association would advise the owners of the two burned properties on York Street that the community hopes the restoration is going well and that any changes to the exteriors of the homes will need to be reviewed by the Architectural Control Committee.

With no further business, the meeting adjourned at 10:30. The next meeting will be held on Tuesday, October 3, 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 3, 2017

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, October 3, 2017. The meeting was called to order at 7:35 p.m. by the vice president, Peter Ancona, with the following Board members and officers present: Bruce Collier, Marie Dempsey, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance were Barbara Ehmann, Jill Collier and Mike Gallagher.

Several corrections were noted on the minutes of the September 5, 2017 meeting. On page 1, the first line of paragraph 3 should read “. . .the FFL Application and provided a summary of events. . . “. The first line of paragraph 4 should read, “. . .spoke to personnel at the Township Codes Dept. who indicated they do have authority. . . “. The minutes were approved with these corrections.

The status of the current Arcadia proposal was discussed. Mr. Ancona has been in contact with Dennis Schoener of Eagle Ridge and they have obtained the legal services of Brad Lare to represent them in this matter. Our current law firm, Begley, Carlin & Mandio, also represents Newtown Township so it would be a conflict of interest for them to represent us in this particular matter. Mr. Schoener indicated that if we were interested, Mr. Lare could also represent us and we could share the cost of legal fees. Mr. Downey had communicated to Mr. Ancona that it might be a little early to bring in an attorney at this time, in case the Township would immediately shoot the proposal down. If we do need legal counsel, he felt that we should get a more experienced attorney who specialized in real estate law. We informed Mr. Schoener that at this time we were not going to do anything about contracting an attorney. Mr. Schoener passed along some information and suggestions regarding the Arcadia's current proposal to the Township.

Individuals directly impacted by the proposed road onto High Street can request party status to the proceeding, which would allow them to ask questions, bring expert witnesses and present evidence; however, the Association as a whole would have to be represented by an attorney in order to do that.

Mr. Schoener indicated that he did some research with PennDOT since it was possible that Arcadia was applying for some type of egress directly onto the by-pass. Apparently, no formal application has been done regarding this. Major issues in question deal with traffic, potential drainage issues, environmental impact, safety because of additional traffic since there are a lot more children living in the area now, impact on the existing property, change of traffic patterns which would most likely be further increased with the church also using any new exit, and changing the use of property of the house that would be demolished to create the exit onto High Street.

NCCA is a PRD whose plans for development were submitted and recorded in the 1970's and since there was no street coming through onto the cul de sac at that time, creating a new egress onto High Street would be a change from its original use.

Mr. Schoener suggested that we check our By-Laws and Covenants to see if there is anything in them for single homes that would define appropriate use of the property. If so, they would not be able to change the use of the property, as it would be in violation of our By-Laws. Mr. Ancona reviewed our By-Laws but could not find anything to support this, but perhaps an attorney could find something. Mr. Ancona suggested that the other Board members also review the By-Laws.

Eagle Ridge, Newtown Crossing and Liberty Square comprise about 18% of the voting bloc in Newtown Township and we should not let the Township Supervisors forget that. We should also try to involve Liberty Square in the process, since increased traffic will also impact them. And we should encourage people within all three developments to attend the Township meetings and let their voices be heard.

Mr. Gallagher was in attendance to offer some further input regarding the Arcadia proposal's to create an exit onto High Street for the proposed development behind the wooded area. Mr. Gallagher is a former

Township Supervisor and an NCCA resident who lives on High Street near where the proposed exit would feed onto that cul de sac.

Mr. Gallagher offered some insight regarding party status, citing the past efforts to develop this same parcel of ground ten years ago. The benefit of taking party status at that time was that it gave residents the ability to cross examine witnesses, bring their own witnesses, and they became a party to the process after the Township level. At that time, the development plans were denied at the local level, the case was appealed, and the last attempt to develop went all the way to the State Supreme Court. Township legal counsel fought the fight, but those with party status were given all documents and were informed when the next court hearings would be held.

With the current Arcadia II proposal, Mr. Gallagher felt this is more complex because they are attempting to assault the integrity of our community. NCCA's plans from 1975 are being attacked and Mr. Gallagher recommended that the homeowner's association take party status and "be along for the ride." We may not need to attack at the Newtown Township Supervisors level, but if we get into the Common Pleas or Supreme Court we want "a seat at the table". In order to do that, we will need to register for party status at the next township meeting. If we do not do this at the next meeting, we cannot obtain party status at a later date. Mr. Gallagher indicated that four of the biggest attorneys in Bucks County are involved in this case and NCCA should contract with a well-experienced lawyer in this area. He recommended Steve Harris, who was the Township attorney when Newtown Crossing was completed. Mr. Gallagher previously spoke to Mr. Harris who indicated his fees were \$325/hour, with no retainer. Another suggestion offered was Terry Clemons, who has represented Wrightstown Township.

The question was raised as to whether we can request party status without our attorney actually being present at the next Supervisors meeting. Steve Harris will be contacted to verify his interest in representing us and we will verify whether an attorney's presence is necessary at the Supervisor's meeting.

Mr. Ruzicka made a motion that we have Board representative at the Board of Supervisors meeting on October 11. The vote was called: Mr. Ancona, yes; Mr. Collier, yes; Mrs. Dempsey, yes; and Mr. Ruzicka, yes. The motion carried unanimously. Mr. Ancona, Mrs. Dempsey and Mr. Ruzicka planned on attending the meeting and will request party status, as well as a number of other residents who live within 500 feet where the proposed roadway would feed onto High Street.

Mr. Ruzicka made a motion that we to hire Steve Harris as legal counsel, or Terry Clemons, if Mr. Harris is not available, to designate Newtown Crossing as party status in the Arcadia II case. The vote was called: Mr. Ancona, yes; Mr. Collier, yes; Mrs. Dempsey, yes; and Mr. Ruzicka, yes. Mr. Ancona will contact Steve Harris.

The Board thanked Mr. Gallagher for attending. He asked if the Spring House could be used if some of the residents in the community wanted to get together to hold an informational meeting regarding the status of this development. He should contact Mrs. Dettra to confirm availability of the premises.

The meeting then turned to the regular month's agenda. Mr. Donatelli reviewed the Financial Statements and Notes of the Board of Directors for NCCA with the Report of Independent Auditor as of December 31, 2016. He also reviewed the Board of Directors Representation Letter. The auditor did not make any changes to the report that Mr. Donatelli submitted. After discussion, Mr. Collier made a motion to accept the draft Financial Statements submitted by James M. McFadden, CPA and to authorize the signing of the Board of Directors Representation Letter. Mrs. Dempsey seconded the motion and the vote was called: Mr. Ancona, yes; Mr. Collier, yes; Mrs. Dempsey, yes; and Mr. Ruzicka, yes. The motion carried unanimously and Mr. Ancona signed the Representation Letter on behalf of the Board.

Signature cards were signed to open a separate Uninvest account to deposit the security deposit for the Carriage House tenants.

Mr. Donatelli reviewed the status of delinquent accounts. We have a judgment against Robert and Beatrice Harrington, 247 Canterbury Court, in the amount of \$2,477.50. They would like to pay \$100 per month. A

lien on the property is currently in the works. Discussion followed, with members feeling that \$100 a month is not enough. The Board felt that we should request \$200 a month with the stipulation that they also need to stay up-to-date with the current assessments. If they do not, the judgment will be executed. All Board members agreed to this arrangement.

We received \$1,272 from Janice Miller, 113 Hidden Valley Lane, on her delinquent account and \$215 from Barry Shapiro, 5 North Lancaster. Harringtons did pay \$100 in July and we received \$1,019 from Douglas and Caryn McGee, 14 Willow Court.

Mr. Donatelli distributed and reviewed the July 2017 P&L Statement, the August 2017 P&L Statement and the January 1 to August 31, 2017 YTD Comparison Statement. Total income for the month of July was \$43,712 and expenses totaled \$21,512 for a positive cash flow of \$22,201. Total income for the month of August 2017 was \$12,548 and expenses totaled \$18,975 for a negative cash flow of \$6,427. YTD income as of August 31, 2017 totaled \$176,647 and YTD expenses totaled \$117,333. Factoring in payments of \$2,700 in capital improvements and \$9,812 principle payment on the detention basin loan, resulted in \$129,845 total cash outflow and a positive cash flow of \$46,802.

POOL

Mr. Collier winterized the bathrooms at the pool and the benches were moved into the doghouse. Mrs. Dempsey is working on replacing the urinal in the spring.

Mrs. Dempsey is also working on trying to get some people interested in working with recreation and the pool.

MANOR HOUSE

One rental is currently scheduled for October and one rental for November.

Kenderdine Heating will be called for furnace tune-up and cleaning. One blower motor on the furnace is not shutting off properly and Kenderdine will be made aware of this problem. Lecks Exterminating is scheduled for treatment on October 4.

MAINTENANCE

NCCA, as well as a number of other residents, received a letter from the Township indicating that sections of sidewalks need to be either repaired or replaced. There are a number of sections that are in bad condition and we do have \$15,000 in the reserve account designated specifically for sidewalks and seal coating. It was questioned whether it is too late in the season at this time to do sidewalk repairs.

Question was raised as to whether we needed all of the trash containers that are across from the pool. We formerly had a large trash dumpster and Lecks needed a different truck to empty the dumpster and also had difficulty maneuvering the circle. It was explained that Lecks replaced the dumpster with numerous trash containers which equate to the same amount of trash content as the dumpster, so the smaller containers can be managed with their current trucks.

The retaining wall work is in progress. Additional costs developed on this project in the amount of \$1,532 over the original estimate of \$6,610, for a new total of \$7,692. Mr. Ancona made a motion to authorize Mr. Moran to finish the wall at an additional expenditure of \$1,532. Mr. Collier seconded the motion and the motion carried.

Mr. Moran provided another estimate for additional work in the amount of \$1,425 between Prince Philip Court and Delaware Court. We currently do not have funds for this expenditure and since this is not urgent, this item will be deferred until next year.

There is a dead ash between Hershey and Hickory, behind 75 Hershey Court. Mr. Ancona will look at it first, but it appears to be on common ground. There are also a number of other ash trees in that area that we may have to monitor for removal/treatment. We currently have \$15,000 for ash tree treatment/removal, so we should first treat the ash trees and remove the ones that cannot be treated. There is also \$19,000 in the storm damage/tree reserve fund that can be used to remove dead trees. Mr. Ruzicka will get estimates for the ash tree treatment and get an estimate for removing the dead trees.

Mr. Ancona offered to buy a bag of sidewalk repair patch to fix the really bad sections of sidewalk. Discussion followed as to whether we should start the sidewalk repairs now since we did receive notice from the Township that areas of sidewalk need to be repaired. Mrs. Dempsey offered to call the contractor who did the Manor House sidewalk and have him look at the sidewalks. Mrs. Dempsey had compiled a previous list of sidewalk repairs and Mr. Ancona will review the areas he had previously identified as needing repairs. If we do the repairs on the common ground sidewalks, it was suggested that we send out an email blast to the residents advising them that they can contact the same contractor to possibly obtain a cheaper price since they would already be in the area. A number of other residents have received letters from the Township regarding sidewalk repairs. We would repair the worst sections first. Mr. Ruzicka indicated there were a few bad sections on Lancaster and on Mill Pond.

ARCHITECTURAL CONTROL

Resident at 135 Canterbury Court submitted application to replace roof and gutters. Application approved as submitted.

Resident at 143 Commonwealth submitted application to install ridge vents on both home and garage roof. (This application was approved via email after the Board meeting.)

PUBLICITY

Mr. Ehmann had attended the Township Supervisors meeting regarding the Arcadia development earlier in the evening and then attended the NCCA meeting to present an update of that meeting. He informed the Board that Newtown Reformed Church is a co-applicant in the Arcadia proposal. There is an initial agreement between them that if they get approval they are going to expand facilities for the Church and provide office space for the meetings of the management company. That creates another problem for the Planning Commission as to whether the church can expand the facility and still have it called a place of worship if it is going to be used for other purposes.

The Arcadia presentation promotes that in the current proposal the homes are for millennials and start in the high \$400,000's for townhomes and high \$500,000's for single homes. They are proposing 59 townhomes and 26 single homes, and the single homes are in the mid-to-high 2,000 sq. ft. range. The Planning Commission was very skeptical and indicated they could not give any immediate recommendation either for or against the proposal because Arcadia had not responded to the review letters. If Arcadia were to put in the road or any access that involves our property, our PRD would need to be changed and that would require our approval. The Township consulting engineer indicated that PennDOT is skeptical on all plans accessing the by-pass. It was unclear as to when the next meeting would be scheduled since that meeting would start a 60-day timeframe within which a decision would need to be made. Therefore, Arcadia may ask for a continuance. The Planning Commission was clearly against the plan as currently presented and Newtown Crossing would never approve a change that would involve removing an existing house and replacing it with an egress. Mr. Ehmann will put together a summary and send out an email blast to the community.

NEW BUSINESS

Newtown Crossing currently prints out hard copies of all by-laws and other documents to include with the 5407 resale packages. Mrs. Urquhart has talked to realtors requesting these documents and they indicated

that most homeowners' associations are emailing the documents or including a link to access the by-laws. Emailing everything makes it easier for the receiving agencies to forward to other processing agents who may also need the documents for the resale plus it cuts down tremendously on printing and mailing costs for the association processing the requests. In most cases the realtor forwards a check to the homeowner's association and after the check is received, the 5407 form and documents are emailed back. Mrs. Urquhart has communicated with our webmaster and he has worked on creating one link for the homeowner's association by-laws and a separate link for the townhome by-laws, since single homes only require receiving the homeowner's by-law and townhomes receive both the homeowner's by-laws and the townhome by-laws. Mrs. Urquhart recommended that we now just email everything needed for 5407 requests. The Board felt that was a good idea.

Also, there is a fee charged for each resale request. Homeowner's associations have been required to provide a resale package when properties change owners for close to 15 years now. During that time, we have never increased our \$75 processing fee. Most associations are now charging \$150 for these services. Mrs. Urquhart suggested that we increase our fees to be more in line with what other associations are currently charging. After discussion Mrs. Dempsey made a motion to increase the fee for the 5407 resale package from \$75 to \$125. Mr. Collier seconded the motion and the motion carried.

With no further business, the meeting adjourned at 9:55. The next meeting will be held on Tuesday, November 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

November 7, 2017

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, November 7, 2017. The meeting was called to order at 7:35 p.m. by the vice president, Peter Ancona, with the following Board members and officers present: Marie Dempsey, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann, Katie Dettra, Sharon Mannino, Robin Hopkins, Cheryl Toscano, Jane Caruso, Jason Hart and Jay McGuigan.

Several corrections were noted on the minutes of the October, 2017 meeting. First page, third paragraph, sixth and seventh sentences were changed to: "If we do need legal counsel, he felt that we should get an attorney who specialized in real estate law. We informed Mr. Schoener that at this time we were not going to do anything about contracting for an attorney." Second page, third paragraph, second sentence should read: "The benefit of taking party status at that time was that it gave residents the ability..." Fourth page, last sentence of the last paragraph should read: "Mr. Ruzicka will get estimates for removing the dead trees." The minutes were approved with these corrections.

Mr. Donatelli distributed and reviewed the September 2017 P&L Statement, the January 1 to September 30, 2017 YTD Comparison Statement and the Balance Sheet for September 30, 2017. Total income for the month of September was \$5,023 and expenses totaled \$19,326 for a net loss of \$14,303. YTD income as of September 30, 2017 totaled \$181,670 and YTD expenses totaled \$136,658. Factoring in payments of \$2,700 in capital improvements and \$11,070 principle payment on the detention basin loan, resulted in a \$150,428 total cash outflow and a positive cash flow for the first nine months of \$31,242. Total Assets/Liability/Equity as of September 30, 2017 was \$413,663.

Mr. Donatelli reviewed the breakdown of 2017 monthly assessments which consisted of \$21 for operating expenses, and special assessments of \$3 for the detention basin loan, \$2 for sidewalks and sealcoating, \$1 storm damage and tree removal, \$2 for ash tree treatment and removal, and \$1 for storm water management reserve. Mr. Donatelli suggested starting a retaining wall reserve for next year of \$1 per month. We will also have to provide for legal fees for Mr. Harris relative to the Arcadia Development. With this said, Mr. Donatelli felt we may have to increase assessments to between \$30 and \$32. A budget meeting will need to be scheduled to review and determine the 2018 budget, and Mr. Donatelli suggested November 28 for that meeting.

Mr. Donatelli reported that 319 Canterbury Court, the Estate of Nancy Edden is up for sheriff sale.

Correspondence received was reviewed. We received a letter from an 84-year-old resident who wrote to the Association regarding her past-due assessments. The woman's husband and son both passed away within the past 5 years after illnesses, her husband left no life insurance, she has no family support, has been living strictly on her husband's Social Security and has been unable to keep up with the assessments. She made a token assessment payment some time ago but is now currently \$915 in arrears and is unable to pay the balance due. The Board made no decision regarding this issue but tabled this until after the new year.

POOL

We will have to determine pool management costs and any repairs, in addition to the urinal that is currently slated for replacement.

MANOR HOUSE

Mrs. Dettra reported that there are two confirmed and one tentative rental scheduled for November. Kenderdine is scheduled to clean the furnaces in November.

No other repairs are scheduled for November.

MAINTENANCE

The resident living at 210 Union Street reported that a large branch from a common ground tree fell onto her roof. Although the tree is not currently dead, it does look like it is dying. Jim's Tree previously trimmed the tree, and usually we do not remove trees unless they are dead. Mr. Ruzicka looked at this tree and felt we should get an estimate from Jim's Tree to remove it. The Board was in agreement.

The tenant living in the Carriage House indicated that the second speed bump in the Manor House has never been painted yellow. Mr. Ancona will call to have this painted.

A tree was removed some time ago on the cul de sac on High, but the stump was never removed and there are suckers currently growing out of it. Since it currently looks unsightly, a neighboring resident asked if this could be removed. Mr. Ancona offered to look at this.

A tree fell at the corner of Chestnut and Mill Pond at the line of trees in the wooded area and this is at a bus stop area. Mr. Ruzicka offered to look at that.

Mr. Ancona looked at one of the detention basins and noticed some erosion so, therefore, called the contractor that did the previous work. The corrugated pipe has deteriorated and the joint between the pipes is starting to leak and is allowing a sink hole to occur. We received an estimate of \$7,645. In light of the cost spent to previously fix the detention basin, Mr. Ancona felt there is some urgency to get this done before further deterioration. Mr. Ancona made a motion that we accept the bid of \$7,645 to repair the two sections of pipe in the south detention basin as proposed by Enviro-Air. Mr. Ruzicka seconded the motion and the vote was called: Mr. Ancona, yes; Mrs. Dempsey, yes; and Mr. Ruzicka, yes. The motion carried. We periodically set up a field mowing service to maintain the area. Field Services will give an estimate to field mow this detention basin area. The floor of the basin has never been done.

Mr. Ancona expressed concern about something he heard at the last Township Planning Commission meeting during which there was brief discussion about detention basins. They said that the Township is in the process of being directed by the State Dept. of Environment Protection and may have to go back and retrofit all existing basins to what the current design standards would be. Mr. Ancona felt this is an issue that communities will need to fight because, unless the DEP is going to pay for the costs involved, there is no way that communities could afford to retrofit all of their detention basins. It could mean hundreds of thousands of dollars to do that, which is why Mr. Ancona felt it was critical to keep on top of all of our detention basin repairs.

Mrs. Dempsey obtained an estimate from Hale & Son for replacing additional sidewalk blocks. Mrs. Dempsey made a motion to accept the estimate from Hale & Son for an additional five sidewalk blocks at a cost of \$1,000. Mr. Ruzicka seconded the motion and the motion carried. We will need to anticipate additional sidewalk repairs in the future. We are also going to have to talk about whether we want to replace some of the dead trees that have been removed, since the trees planted close to the sidewalks are responsible for the sidewalk upheavals.

Mrs. Dempsey indicated that there has been some issue with kids on some of Hale & Son's equipment at the playground and there may be an issue with kids throwing some of the stone stored at the playground. Mrs. Dempsey will contact Hale & Son and advise them to take precautions.

PUBLICITY

Our webmaster has been trying to keep the community apprised of the township meetings regarding the Aradia Development as they are scheduled.

OLD BUSINESS

Many of the residents at the meeting attended regarding Arcadia. Several residents in the community typed, copied and distributed notices to all of the households in NCCA to inform every one of the critical township meeting regarding the Arcadia Development. The Board thanked the residents for further keeping the community informed. Arcadia was scheduled to be on the Planning Commission agenda meeting to be held on the date of this meeting, but Arcadia cancelled and was pulled from the agenda because the Commission is still waiting on follow-up regarding traffic studies. The Board of Supervisors are the decision makers to decide whether something is approved, but they have additional committees advising them on due diligence. The Planning Commission is the committee that does all of the review and will then recommend to the Board of Supervisors whether it should be approved or not. Steve Harris, our attorney, will be attending the next meeting. Residents are encouraged to attend the meetings. A number of residents in the community have been actively researching and pursuing numerous aspects of this issue, including bussing issues within the community, the impact of adding additional vehicles and the impact on additional traffic. From a risk and safety standpoint, there will be a lot more cars potentially interacting with children.

At the end of one of the Planning Commission meetings, Mr. Ancona, Dennis Schoenen of Eagle Ridge and their attorney were talking to the Township attorney and they discussing PennDOT's point of view. They asked if money and property rights were not a problem, how would PennDOT solve this problem? The response was to just put a road from the property through the original driveway out to Mill Pond and York Street. In order for that to happen, someone would have to condemn the property, whether it is on NCCA's side or Eagle Ridge's side. Mr. Ancona asked our attorney what would be the probability of something like that happening and his response was "almost zero", since condemning private property for the benefit of a developer would be a very significant thing. For Eminent Domain to happen there would have to be a huge public benefit, rather than a small cluster who would stand to gain and everyone else losing by it. However, the property under question became landlocked when the by-pass was built so the township has a part in this, and building a road through the woods could solve the traffic issue partially created by them.

One resident has been researching ways of raising money to buy the land for conservation purposes and has been researching organizations which specialize in fundraising for land preservation.

One resident asked that if Arcadia is attempting to cut into NCCA's property, can't we just say no? Mr. Ancona answered by saying "yes", and our attorney read into the Supervisor's record that there are laws stating that once a planned residential development is finalized, that sets the standard for that piece of property and that cannot be changed or amended without the agreement of people who live in the area and any other entity like the Newtown Crossing Community Association would have to consent. This is especially true if the change is not for the benefit of the community.

Another point mentioned by a resident in attendance was that the Arcadia development is going to be a four-year construction plan, so construction vehicles will be coming in and out of the area for that length of time.

The detention basin is another issue since Mr. Ancona expressed concern as to where the water run-off would be directed. The church's water run-off may run into Eagle Ridge and it was felt that we already have water-run off from Eagle Ridge that ultimately runs into our detention basin. This is an important issue that will have to be determined.

Another resident reported that she had contacted the organization involved with a Langhorne preservation group and they advised us to research township ordinances regarding development. One of Newtown Township's Ordinances says that development cannot destroy the character of the community, and removing part of the wooded area or cutting a road through the woods would do that. A number of residents in attendance have been devoting a lot of time researching different aspects of the Arcadia Development. They have also been exploring the possibility of a "saving the land" fund-raising campaign. The Board appreciated the efforts of the community residents.

One thing the Board will need to discuss is how the Community Association will pay for the legal services and how much we may need to invest in the future, since our attorney fees are \$350 per hour. We have not yet received a bill. It is difficult at this time to assess whether this will be a "one and done" type scenario or whether this issue will be a long-term legal battle.

With no further business, the meeting adjourned at 9:45. The next meeting is scheduled for Tuesday, December 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

Addendum

Two Architectural Control Applications were approved by email after the date of the November meeting.

Resident at 8 Candlewood Court submitted an application to replace windows and a patio sliding door. This application was approved as submitted on November 19.

Resident at 2 York Street submitted an application to replace windows. This application was approved as submitted on November 20.