

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 Donatelli reported that as of December 30, 2016 all funds of the Association have been withdrawn from First National and have been transferred to Uninvest.

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 Uninvest.

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 Uninvest 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 Ehmann.

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 billings. 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 Ehmman.

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 Gowllana.

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