

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

2004

JANUARY.	2
FEBRUARY	4
MARCH	6
APRIL	9
MAY11
JUNE13
JULY.16
AUGUST18
SEPTEMBER20
OCTOBER23
NOVEMBER26
DECEMBER.28

The table of contents is hyperlinked—click to jump to any month’s minutes

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

January 13, 2004

The regular monthly meeting of the NCCA Board of Directors was held on Tuesday, January 13, 2004 in the Spring House. The meeting was called to order at 8:10 by Pete Ancona with the following Board members and officers present: Bruce Collier, Stuart Graff, Bob Donatelli and Joanne Urquhart.

General Business

The minutes of the December meeting were approved as submitted. The Treasurer's reports were deferred until next month.

Correspondence received was reviewed. We received a thank you from Sandy Robbins. Four letters were received from residents who do not have computers and would like to receive the minutes by mail. This information will be forwarded to Stuart, who has maintained the mailing list and who will start this new mailing list.

Prior to the meeting, Joanne had submitted, for the Board's input, a revised new resident letter. Bob felt the cut-off date for the pool discount should be May 8 rather than May 15 and Pete felt we should include that townhome owners need approval for any "exterior improvement, repair or alteration to their homes" OR PROPERTY. These changes will be included in the finalize new resident letter.

Maintenance

Fall clean-up was completed by Moran on December 30.

With the sidewalk repair in certain areas, Moran will need to do additional grading and seeding in the spring.

Since the first snow hit so early, Bob never had a chance to set up a snow plowing agreement prior to the first snow. He was able to contract with a property management company in Feasterville to plow the Manor House parking lot area for this winter.

Manor House

Bob said that the band that is currently using the Manor House has left the heat set over 70 degrees. He recommended that we either ask them to leave or bill them \$125 for the month. It was also suggested that we have a set-back thermostat installed in the Manor House in the event that other renters forget to lower the heat before leaving. Pete offered to talk to Dennis and Bonnie about the band and about get the thermostat installed.

Architectural Control

Resident at 15 E. King Charles Lane submitted application to install new roof. Application approved as submitted.

Complaint was raised regarding a resident on Union Street who continually leaves the trash can out in the street. A letter will be written regarding this.

Publicity

Stuart suggested that we contact 1st National Bank and to see if they can include the website address on the next billing. Stuart will continue to update the current mailing list and start the second listing of those residents who do not have computers to access the website.

Postcard reminders will be going out reminding residents of the website. The Board also talked about

possibly changing the Board meeting night, since Jim will now be unable to make Tuesday night meetings. Originally it looked as though Monday night was a good alternative; however, Bruce said Mondays were not the best for him. The dates suggested were either the second Thursday of the month or the first Monday. Jim and Barbara will need to be contacted regarding these dates. Once a new meeting date is selected, that also will be included on the postcard mailer.

Old Business

On W. Hanover, PECO will repair 15 blocks of sidewalk that were damaged when work was done 1-1/2 years ago. PECO hopes to have this work done within the next month. Pete will contact the resident who reported this needed repair work.

New Business

The Township has been fixing street lights along Mill Pond; however, the problem was more than just replacing light bulbs, since the repair crew was digging and must have found a break.

With no further business, the meeting was adjourned at 8:35 p.m. The next Board meeting will be announced once a day mutually agreeable with everyone's schedule can be determined.

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

February 2, 2004

The regular monthly meeting of the NCCA Board of Directors was held on Monday, February 2, 2004 in the Spring House. The meeting was called to order at 7:39 by Jim Downey with the following Board members and officers present: Pete Ancona, Bruce Collier, Stuart Graff, Barbara Jankowski, Bob Donatelli and Joanne Urquhart. Also present were Frank Jankowski and Lorrie Strange.

General Business

Bob made one correction to the minutes—first page, under Maintenance, last sentence third paragraph should read: “Prior to the first snow fall, he was able to contract with a property management . . .” The minutes of the January meeting were approved with this correction.

Bob distributed the Profit & Loss YTD Comparison Report for the period January 1 to December 31, 2003, and the Profit & Loss Statement for December 2003 and the Balance Sheet as of December 31, 2003. Income for December totaled \$5,906 and expenses totaled \$45,819. Income for the year totaled \$147,427 and expenses totaled \$164,547. Total Assets and Liabilities & Equity as of December 31, 2003 were \$251,748. Bob also distributed and reviewed the 2003 performance versus budget report. Receipts were just slightly under what was budgeted for the year, about \$500 less. Maintenance expenses were over budget for the year by about \$4,000--Manor House utilities \$2424 (primarily oil expense), Common Grounds \$955, and Major Repairs \$1,121 (roof/concrete work). Total operating expenses came in \$2,995 under budget before depreciation. Total depreciation expense for the year was \$19,541.

Bob reported that in January seven final notices were sent out. These seven residents owe a combined total of \$1,920 in past due assessments. These accounts will be turned over to our attorney if payment is not received on them. Court hearing will be held on February 9 for one resident who currently owes \$805 plus legal fees. Another resident, currently in bankruptcy, owes \$314. Assessments owed for these nine residents totals \$3,039.

Maintenance

A resident within the community has expressed interest in clearing the common sidewalks. He submitted a proposal; however some points will need to be clarified. Jim will contact this resident regarding his proposal.

Manor House

A new heater had to be installed as a result of the fire at the Manor House. The other heater was still operating, but the fire marshal would not pass the damaged heater.

Pool

The pool will open on May 29. Family membership rate is \$120 with a \$20 discount being offered for those applications received by May 15.

Architectural Control

Resident at 23 Princess Lane submitted application to replace roof. Application was approved as submitted.

Letter will be written to resident who has continually left trash cans on the street.

Social

Lorrie Strange requested \$250 for the Easter Egg Hunt to be held on April 3. She also submitted a budget for the year in the amount of \$1,050. Pete made a motion to approve \$1,050 for social events for NCCA for 2004. Barb seconded the motion and it carried unanimously.

Publicity

The website is up and running, however, our webmaster needs a listing of resident addresses to verify access to certain portions of the website. He would also like a listing of Township personnel and a history of the development. Jim will provide Township personnel and the history, and Joanne will forward the resident listing. We will investigate the possibility of having the bank email the listing directly to the webmaster.

Outside residents will have access to portions of the website, including viewing the ads, however only residents will be able to post ads and have accessibility to material appropriate to residents.

New Business

A donation will be made on behalf of the Community Association in memory of Bonnie Dettra's father, who recently passed away.

The annual meeting will be held on Monday, April 5, 2004. Two Board terms are up for re-election at that time—Jim and Barbara. Both Board members indicated that they will run again for reelection. The meeting notice, the ballot, and the pool application will be posted on the website. These will be mailed to the residents who have indicated that they are not connected to the internet.

With no further business, the meeting was adjourned at 8:45 p.m. The next Board meeting will be held on Monday, March 1.

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

March 1, 2004

The regular monthly meeting of the NCCA Board of Directors was held on Monday, March 1, 2004 in the Spring House. The meeting was called to order at 7:45 by Jim Downey with the following Board members and officers present: Bruce Collier, Stuart Graff, Barbara Jankowski, Dennis Dettra and Joanne Urquhart. Also present were Carol and Craig Dorman, Carl Farrell, Rob and Lisa Freeman, Greg Garber, Diane Greeley, Frank Jankowski and Bill Smith.

General Business

The minutes of the February meeting were approved as submitted. The treasurer was not in attendance, therefore, no financial reports were presented.

Maintenance

A resident reported that street lights are out on Commonwealth and sections of that street are very dark, especially near the community mail box where the lighting is on the opposite side of the street. Street lighting is maintained by the Township and it was suggested that the resident contact the Township and report the number on the street poles where lights are out. The new light bulbs being used to replace burned out bulbs are much brighter than the old ones. If the new bulbs do not improve the lighting situation, the Board suggested the resident then re-approach the Board.

We received a letter from Mr. Tiffany regarding his proposal for plowing the community sidewalks. He has plowed the sidewalks three times—two of which were done on a complimentary basis for him to determine how much time would be involved. He requested payment for the third plowing in the amount of \$500. The Board agreed we should pay the \$500 for this year and review his proposal agreement for next year. However, in the future we did not want him to plow without authorization from the Board. Bruce felt we should let him finish the year without authorization and next year we will review this arrangement. Bob will be authorized to pay \$500 and this proposal will be reviewed next year.

Manor House

The light outside the Spring House door needs to be replaced.

We received the bill from Dilks for the replacement oil burner in the amount of \$3,200. Since the burner was on fire, there was some question as to whether our insurance would pay for the cost of the burner. Jim will check with the insurance to see if the cost of this will be covered under our policy.

Dennis bought two new thermostats, but before they are installed he will insure that they are set-back thermostats.

A situation resulted with the management company which handles the Carriage House rental. The tenant was without heat and instead of the management company taking responsibility for correcting the situation immediately, the management company contacted the treasurer and a series of events ensued. Jim will invite the management company to come to a meeting to find out why this situation resulted.

Pool

Dennis reported that electric work needs to be done. Tags need to be ordered. Next year we may want to consider going to a different tag system—possibly a photo I.D tag system. Tile work needs to be done; we received a bid from Mt. Lake in the amount of \$11,400 for this work. The pool will need to be drained and after the tile is removed the contractor will determine if there is other work that needs to be performed. Stuart made a motion to accept the Mt. Lake proposal for \$11,400 to replace the tile at the pool and repair

the cantilever deck. Bruce seconded the motion and it carried unanimously.

Barbara found umbrellas at Sam's Club for a cost of \$18 apiece and suggested that we purchase 10. Dennis offered to purchase these.

Discussion followed regarding lap lanes and installing hooks and ropes for these lanes for the swim team. Dennis will check with Greg Garber to see what is needed. Barb felt that from 6:00 on one lap lane should be open for members of the pool and that individuals should be 16 or older in order to use the lap lane.

Last year the question was raised as to what age children should be allowed to attend the pool without adult supervision. Dennis felt that age limit should be done on a case by case basis, since some 10-year-olds are more responsible than some 16-year-olds. He felt it should be up to the parents if they feel a 10-year-old should go alone.

One resident felt that the lifeguards should be utilized more. Barb felt that we should enlarge the shed so that there is a place for the guards to go while they are on break.

There was discussion regarding the decision making of closing the pool during bad weather. Dennis said the guards do have access to the Manor House and they can stay there until a final decision is made in case the weather clears. Guards are on call and they do get paid when on call.

Architectural Control

Residents at 40 Union Street submitted an application to replace siding, fencing, windows and to replace their patio with a roof overhanging along the wall of the neighbor at 30 Union. The back of this townhome is not visible from the street. The previous owners had already established a roof overhang, which the new owners wanted to replace because of its deteriorating condition. The proposal indicated that there would be no attachment to the neighbor's property and the roof would be supported with posts. The owner of 30 Union was in attendance at the meeting and said that he did not have a problem with this proposal. One Board member felt this should not be approved, since he felt the owners were, in essence, adding an additional room. Another Board member disagreed with this, since a 4-inch space would separate the roof from the neighbor's siding, and the neighbor's siding would remain untouched. After lengthy discussion, Bruce made a motion to accept the proposal to erect the roof and post as submitted as long as the neighbor has no problem with the proposal. Jim seconded the motion and the vote was called as follows: Bruce Collier – yes; Jim Downey – yes; Stuart Graff – no; Barbara Jankowski – yes. The motion carried, three in favor, one opposed.

Resident at 150 Commonwealth submitted application to replace windows. Application approved as submitted.

Resident at 46 Princess Lane submitted application to install new windows and shutters. Application approved as submitted.

Resident at 120 Chesapeake will be notified that since their sidewalk repairs have been corrected, other work can now be done.

Complaints have been received regarding a townhome owner who has been putting in unauthorized plantings on common ground between townhome sections. A letter will be written to the resident.

Social

Lorrie Strange has agreed to act as chairperson of the Social Committee. Her name should be added to the website.

Publicity

Stuart felt that certain sections of the website should be open to the general community for realtors and potential Newtown Crossing homeowners.

New Business

A realtor, who is a resident of the community asked permission to distribute information within the community and further asked if she could include NCCA information relative to community events. She also indicated she would like to sponsor the swim club. The Board had no objection to any of her requests.

With no further business, the meeting was adjourned at 9:20 p.m. The next Board meeting, together with the annual meeting, will be held on Monday, April 5, starting at 7:30.

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

April 5, 2004

The regular monthly meeting of the NCCA Board of Directors was held on Monday, April 5, 2004 in the Spring House. The meeting was called to order at 7:45 by Jim Downey with the following Board members and officers present: Pete Ancona, Barbara Jankowski, Dennis Dettra, Bob Donatelli and Joanne Urquhart. Also present were Mr. and Mrs. William Nagle and their daughter/son-in-law, Frank Jankowski and Lorrie Strange.

General Business

The minutes of the February meeting were approved as submitted.

Bob reported a record breaking number of delinquencies were sent to our attorney for collection last month and all collection letters were ignored. Also, no responses were received regarding all the final notices that were sent.

Bob distributed and reviewed the Profit & Loss Statements for January and February 2004 and the P&L YTD Comparison report for January 1 – February 29, 2004. Income through February totaled \$26,904.68 with expenses totaling \$11,509.15.

Maintenance

A large pine tree fell at the Manor House, blocking the entrance to the Manor House parking lot. The tenants were able to exit/enter driving over the grass, and Jim's Tree Service will be called to remove the tree as soon as possible.

Manor House

We were advised that the insurance company has picked up the cost of the new heater for the Manor House.

Pool

Dennis presented tile samples from which the Board could choose the replacement tile for the pool. Dennis suggested a 2x2 size. Barb and Pete felt we should go with "lake blue".

Dennis is in the process of getting quotes to paint the pool and felt it will probably cost \$4,000 to \$4,500. He will also pick up umbrellas.

The baby pool is losing paint and keeps bubbling. Dennis felt it was because there is water underneath the baby pool concrete. The cement never truly dries because of the leaking water beneath the ground. Bob suggested going over the baby pool with hydrostatic cement first then paint. Dennis was open to try that suggestion.

Lights also need to be fixed.

Bob reported that only four pool applications were received to be included in the free pool drawing, which was postponed to next month. Since it was apparent that people are not yet using the website to access the pool application, Bob felt the majority of people will probably be coming down on opening weekend to sign up for the pool, and we should extend the \$100 discount rate for that weekend.

Architectural Control

The owner of 156 Bucks Meadow was in attendance to raise complaints regarding the trees and shrubs that have been planted on the common ground by the resident at 146 Bucks Meadow. The resident has planted

52 plantings on the common ground easement located between townhome sections. Some of the plantings are white pines which will soon grow to overtake the entry way of 156 Bucks Meadow. The Board was in agreement that the plantings are not appropriate, especially the white pines, since we have been cutting them down within the community in recent years. The Board decided upon the following:

1. We will contact Jim's Tree Service and ask that Jim tag any tree or shrub that will grown greater than 15 feet in 15 years and these will need to be removed.
2. The owner of 146 Bucks Meadow will be required to remove all trees or shrubs of any kind between the curb and 5 feet behind the back edge of the sidewalk, since there needs to be a clear zone about 10-15 feet from the base of the curb.

A letter will be sent to the resident giving him the option of removing the items or we will remove at his cost.

Letter was received by one resident requesting permission to erect a fence, however, since details were not provided, a formal application will be sent back to her for completion.

A representative from the management company which manages the Carriage House was supposed to attend the meeting, however, did not. Jim will contact them again. Barbara felt that we are paying them to do a service and if they cannot attend to explain circumstances of the Carriage House heat problem which occurred several months ago, then perhaps we should consider changing management companies.

Publicity

Regarding the website, Barb felt that Newtown Crossing email addresses for Board members should be included so that residents can contact Board members by email. It was also suggested that Lorrie Strange, as social committee chairperson, should also be added and be able to be contacted via email. The NCCA email address is also now listed on the quarterly billings sent by First National Bank.

New Business

With no further business, the meeting was adjourned at 8:55 p.m. The next Board meeting will be held on Monday, May 3, starting at 7:30.

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

May 3, 2004

The regular monthly meeting of the NCCA Board of Directors was held on Monday, May 3, 2004 in the Spring House. The meeting was called to order at 7:30 by Jim Downey with the following Board members and officers present: Pete Ancona, Bruce Collier, Stuart Graff, Barbara Jankowski, Dennis Dettra, Bob Donatelli and Joanne Urquhart. Also present were Margie Ruzicka, Shaaban El Naggar, Frank Jankowski, and Lorrie Strange.

General Business

Pete noted a number of corrections/clarifications to the April minutes: page 1, third paragraph under "Pool" should read, "The baby pool is losing paint..."; last sentence, first page should read "extend the \$100 discount from May 15 to that weekend; page 2, item #1 should read "... shrub that will grow greater than 15 feet..."; item #2 should read "...needs to be a clear zone 10-15 feet from the face of the curb."; and sentence after item 2 should read "...option of removing the tagged items or we will remove them at his cost." The minutes of the April meeting were approved with those changes.

Bob reported that of the seven residents who we were going to take to court, one resident did pay his delinquent assessments the day of the last Board meeting. Complaint has been filed against the other six residents and their default hearing is set for May 14. Final notices were sent to six other residents based upon the second quarter delinquencies. The number of residents going to the final-notice stage is increasing, but the total overall number of delinquencies for six months is dropping this year.

On April 14, a 15-month CD rolled over in the amount of \$14,404.

Bob distributed and reviewed the Profit & Loss Statement and Balance Sheet as of March 31, 2004 and the P&L YTD Comparison report for January 1 to March 31, 2004. Income for the month of March totaled \$5,866 and expenses totaled \$5,432. Income YTD through March 31 totaled \$32,770 with expenses totaling \$16,941.

Bob reported that as of April 30 we had 18 pool memberships processed versus 61 memberships processed last year. It was agreed that residents who submit pool membership applications on the first weekend will still receive the discounted rate. If the weather on the first weekend forces closing of the pool, the discount will extend to the following weekend.

Maintenance

Bob received a letter from Field Services that they will field mow again at the same price as last year.

Moran will take care of reseeding areas where the sidewalk repairs were done. Moran planted four trees on Mill Pond last year. Three of them have sprouted; however, one has not yet sprouted, so we may need to keep an eye on that tree and contact Moran regarding tree replacement policy.

Manor House

Thermostats were purchased for the Manor House.

Pool

Dennis obtained and submitted bids to paint the pool. Bids were received as follows: Crystal Clear - \$8,000, Aqua Pool - \$4,200, and Cousins - \$4,000. Bruce made a motion to accept Cousins' bid for \$4,000 to paint the main pool and the baby pool. Barb seconded the motion carried unanimously. Cousins will need 25% of the total to start the job. All of the expansion joints at the pool will need to be caulked. Pete made a further

motion to have Cousins caulk the pool deck for an amount not to exceed \$1,000. Barb seconded the motion and it carried unanimously.

Dennis reported that the tile work has been started and should be done by pool opening. Dennis had D&H replace the spigot next to the baby pool because it had broken off in the ground. He had not yet received a bill for that work. Dennis has also purchased 10 umbrellas for the pool.

Moran, while unlocking the pool gate to allow access for his crew to cut the grass, left his keys in the pool gate and the keys were taken. Therefore, we will need to replace two locks and Dennis will have to give new keys to everyone who currently needs access to the pool.

The pool staff is lined up and consists of many of the same guards as last year.

Five applications were received for the free pool drawing. The drawing was held during the meeting and the winner was Marge Ruzicka.

Architectural Control

Resident at 35 York Street submitted application to install a deck off of his 2nd story dining room, which currently has sliding doors with an outside guardrail. The application was approved as submitted.

Resident at 194 Commonwealth submitted application to install a 5' high board-on-board fence across the back of the property and to plant landscaping on the front of the property. Application approved as submitted.

Resident at 3 Delaware Court submitted application to replace roof similar to existing roof. Application approved as submitted.

Social

Lorrie Strange submitted receipts from the recent Easter egg hunt.

New Business

With no further business, the meeting was adjourned at 8:45 p.m. The next Board meeting will be held on Monday, May 3, starting at 7:30.

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

June 7, 2004

The regular monthly meeting of the NCCA Board of Directors was held on Monday, June 7, 2004 in the Spring House. The meeting was called to order at 7:43 by Jim Downey with the following Board members and officers present: Pete Ancona, Bruce Collier, Stuart Graff, Barbara Jankowski, Dennis Dettra, Bob Donatelli and Joanne Urquhart (arrived late). Also present were Frank Jankowski and Jay Sensibaugh.

General Business

A correction was noted on the last sentence of the May minutes: "May 3" should read "June 7". With that correction, the minutes were approved as submitted.

Bob reported that five delinquent notices were sent out last month. One resident paid \$100 on their \$250 balance. One of the delinquencies is on a house that has been sold and we should receive past-due assessment at time of settlement. The three other accounts (in the amounts of \$285, \$255 and \$245) have been forwarded to our legal counsel to start legal proceedings.

Status of delinquencies on which we filed suit in the first quarter is as follows: there is only one account which we have not received a response. Hearing on that account is re-scheduled for June 18. We received a check in the amount of \$90 on our highest-owing account (\$570) and this resident wants to pay \$65 per month until the account becomes current. During that period of repayment, the resident asked if he could be a member in good standing and use the Manor House and join the pool. This resident has been a recurring delinquent since 1990. Motion was made and seconded to permit the resident to use the Manor House only if they pay 50% of their total delinquency which is now \$632.50 and get into a steady payment plan. The motion was defeated, three against (Ancona, Collier, Jankowski) and two in favor (Downey, Graff). Therefore, this resident cannot use the Manor House or pool unless they pay assessment in full and in cash.

Maintenance

Jim had received complaints regarding the overgrowth of the common ground behind South Lancaster. Moran was instructed to cut the ground, accessing it by whatever means he could. However, while cutting, Moran received complaints from one of the residents regarding accessing via his property. Jim requested Board permission to write to the residents at 20, 22, 24, 26 and 28 South Lancaster indicating that if access is not permitted, then NCCA will not cut this ground and the residents can cut the grass themselves.

Sink holes have not yet been repaired on Cherry Lane, despite repeated calls from Jim to the contractor and the township.

Moran filled in sink hole at 47 Princess Lane. A number of dead trees need to be removed. Jim's Tree Service will be advised.

Erosion has occurred in the area of the French drain behind 10 Princess. Moran will be contacted to repair.

Pool/Recreation

Currently we only have 102 pool memberships. Pool memberships are down considerably, possibly due to the fact that residents are not accessing or have not been able to access the website to download the pool application.

The motor at the pool blew out several days before the pool opening and needed to be replaced. Due to the emergency situation of this, Dennis immediately contracted to have someone come out and replace it. The cost will be between \$1,300 and \$1,600. There are also a few plumbing problems in the bathroom and D&H

has been called to repair them.

Lifeguards from last season have been hired back at the same salary as last year.

Pete received a complaint from a neighbor who lives next to the playground. Her fence was broken by a baseball/hardball being used at the playground. Pete offered to post a sign that no hardball playing is allowed at the playground.

We may need to replace some of the groundcover around the playground equipment. It was suggested that we have Moran rake it up first and see how much replacement material is needed.

Architectural Control

Resident at 206 Commonwealth Drive submitted application to replace yellow vertical siding on the lower portion of the entrance side of his townhome with a slate blue vinyl siding, set horizontally to match the upper portion of the home both in color and style. Stuart felt the color could not be matched and recommended that the entire side be replaced. Bruce made a motion to accept the application as presented. The motion was seconded and the motion carried, four in favor, with one against (Graff).

Resident at 26 York Street submitted application for numerous changes to his townhome including: remove deck and replace with shed connected to garage, remove tree on common area, add walkway on right of driveway, and add rear door walkout from laundry room. Since most of these items were of questionable nature, the Board rejected the entire application, and the resident will be invited to the next Board meeting to discuss these issues.

Resident at 115 Hidden Valley Lane submitted application to replace windows, garage door, storm door and apron on driveway. Application approved as submitted.

Jim's Tree Service identified trees/bushes that were planted on the common area by the resident living at 146 Bucks Meadow and these plantings will create major overgrown in the future. The resident will be instructed to remove 4 white pines, 1 dogwood, 1 bradford pear and 13 forsythia bushes planted on the common ground to the side of his townhome.

Debris has been deposited along Route 332. Resident will be advised to clear up or be reported to the township for dumping.

Resident at 43 Bucks Meadow attended the meeting to discuss his neighbor's request (35 High Street) to the township for a setback/impervious variance to park his RV. While the township is the governing body for setback/impervious issues, the resident in attendance was asking for a community association comment regarding the granting of the variance. The Board responded that the association does not have any jurisdiction over changes made to a single unit. It was also pointed out that the RV is not the issue at hand, since township regulations state that RVs, campers, boats, etc. cannot be parked in driveways or on the street and need to be parked on the private property of the owner either to the side or back of the property behind the front line of the house. It was also felt we should not voice an opinion, since the township sets the parameters for set-backs and impervious surface issues and we as an association have no authority over such matters. Jim did offer to send, and had already drafted, a letter to the township stating that we have no jurisdiction over single homes.

There is a flat bed trailer parked on common ground near 111 Hidden Valley. Letter will be written.

Publicity

Stuart has received comments that people have not been able to log onto the website. Stuart felt we didn't need to have a password protected site, since some residents have been unable to log on because of that. It was also felt that the Board members and officers should have an NCCA email address set up and be able

to retrieve mail through that address. Stuart offered to be the liaison with our webmaster regarding these issues.

We should also post on the website that ATV's are not permitted on common ground or on the street.

New Business

Verizon contacted NCCA regarding the installation of equipment relative to future services. They will be invited to attend the July 12 meeting to discuss this.

With no further business, the meeting was adjourned at 9:45 p.m. Due to the 4th of July holiday, the next Board meeting will be held on Monday, July 12, starting at 7:30.

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

July 12, 2004

The regular monthly meeting of the NCCA Board of Directors was held on Monday, July 12, 2004 in the Spring House. The meeting was called to order at 7:39 by Jim Downey with the following Board members and officers present: Bruce Collier, Stuart Graff, Barbara Jankowski, Dennis Dettra, Bob Donatelli and Joanne Urquhart. Also present were Diane Greeley and Albert Polekoff.

General Business

Several corrections were noted on the minutes. On the second page--second paragraph should read "Lifeguards from the last season have been hired back at the same salary as last year and the year before". Under Architectural Control, last sentence of the fourth paragraph, "13 forsythia bushes" should read "3 forsythia bushes". Minutes were approved with the preceding corrections.

Bob previously distributed draft copy of the auditors report. Stuart made a motion to accept the auditors draft as presented and to authorize the signature of the NCCA president. Barb seconded the motion and it carried unanimously.

We had a CD mature on July 5 in the amount of \$8,105.

Bob reported on the status of delinquent accounts. Three accounts were turned over to our legal counsel for collection. One account defaulted on their agreement for repayment and we will pursue further.

Bob distributed the May 2004 Profit & Loss statement and the YTD Profit & Loss Comparison, January 1 to May 31, 2004. Income for the month of May totaled \$13,005 and expenses totaled \$13,492. YTD income totaled \$69,274, with YTD expenses totaling \$40,215.

Manor House

Bob received a proposal from Dilks for a price cap of \$1.349 per gallon of oil if paid in advance. The Board agreed we should go with the prepayment plan for a total cost of \$2,618.11.

Barbara raised concern regarding the fact that the Manor House was indirectly rented to a resident who is in arrears, and who the Board specifically said could not rent the Manor House unless their assessments were paid in full. Barbara felt Bonnie should attend the next meeting to explain why/how this happened. Barbara also felt Bonnie should provide the Board with a report each month of all the rentals. Barbara made a motion that the rental agent appear at the meeting each month and give a status report of rentals. Bruce seconded the motion. The motion carried—three in favor, 1 against (Jim). Bonnie will be contacted to attend the next meeting.

Manor House passed the fire inspection.

Dennis will sheetrock the Spring House closet and touch up paint the alcove area in the Spring House.

Pool/Recreation

Swim club memberships are down this year—as of July 11 we only had 163 families signed up, which will probably result in a deficit for the pool this year.

We had a major expense in replacing the pump motor at the pool, which was more expensive than originally expected. The cost turned out to be \$2,183 versus the \$1,300-\$1,600 cost originally projected. Numerous electrical repairs were also made at the pool.

Dennis reported that the pool bathrooms have been painted. He also reported that chlorine use is up this

year, but apparently many pools are having the same issue. Dennis also installed four more umbrella stands. The umbrellas have been well received this year.

Dennis indicated that he can still caulk the pool; however the cost will be higher than originally estimated, since he has to purchase the caulk in a large quantity. The cost will be more in the line of \$1,800 to \$2,000. This will be done after the pool closes for the season, but before the cover goes on the pool.

Dennis commented that the guards are doing a good job this season.

Architectural Control

Resident at 37 King Charles Lane submitted application to replace front door, replace gutters/downspouts, and replace the trim with crimson color trim. The application was approved as submitted.

Resident at 26 York Street submitted an application last month to make various changes to his townhome. Since the changes were of questionable nature, he was invited to attend the July meeting to discuss his requests. Resident requested approved of the following: 1) install walkway along driveway, 2) install 6 ft. fence similar to neighboring fence, and 3) replace deck. Stuart made a motion to approve the above three items. Bruce seconded and the motion carried unanimously.

Resident at 135 Chesapeake Drive submitted application to install new oil tank, replace brick fascia, and replace sidewalk from garage to front door. Application approved as submitted.

Resident at 310 E. Hanover submitted application to replace oil tank. Application approved as submitted.

Publicity

It was felt that the classified section of the website should remain password protected; however, the rest of the website should be accessible. It was suggested that Scott be invited to attend the next meeting to clarify the password setup.

New Business

We received notice that a home for the elderly has been approved on the property behind the wooded area off of Mill Pond/York Street. At this point we do not know specifics of road accesses to and from this new facility.

Old Business

Verizon was unable to attend the July meeting; however, representative(s) will come in August to discuss installing equipment for future services.

With no further business, the meeting was adjourned at 9:03 p.m. The next Board meeting will be held on Monday, August 2, starting at 7:30. Because of the Labor Day holiday, the September meeting will be held on September 13.

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

August 2, 2004

The regular monthly meeting of the NCCA Board of Directors was held on Monday, August 2, 2004 in the Spring House. The meeting was called to order at 7:35 by Jim Downey with the following Board members and officers present: Pete Ancona, Bruce Collier, Stuart Graff, Barbara Jankowski, Dennis Dettra, Bob Donatelli and Joanne Urquhart.

General Business

Joanne noted that several items were missed in last month's minutes. A sink hole was report at 274 High Street and we discussed obtaining maps of the sewer system. Minutes were approved as amended.

Correspondence was discussed. We received a letter from Keystone AAA to advise us of the accident at the Route 532 entrance in which the Newtown Crossing sign and brick support was damaged by a policyholder of Keystone. We have been furnished with a claim number and we have requested a copy of the police report. Bolts were pulled out of the sign and the wood was stripped, so it was felt that the sign should be completely replaced. It was questioned whether we should consider replacing the Route 532 entrance to match the Route 332 entrance. No decision was made on this issue.

After the accident, vandals took the sign and threw it into the NCCA pool. When it was thrown in the pool, it scratched the bottom of the pool, which will need to be patched.

We received a request for a donation in support of the NCCA Swim Team. Bruce made a motion that we make a \$200 donation to the swim team. Barb seconded the motion and it carried unanimously.

Bob reported that three final notices were sent in July. If payment is not made, they will be turned over for legal action. We have filed a judgment against a resident who lives on Commonwealth Drive, who currently owes \$661 and will wait until the end of August to see if payment is made. Stuart suggested drafting up an article for the website indicating how unpaid assessments can escalate into hundreds of dollars of additional fees. Jim offered to draft this letter.

Bob distributed the June 2004 Profit & Loss statement and the YTD Profit & Loss Comparison, January 1 to June 30, 2004, and the Balance Sheet as of June 30, 2004. Income for the month of June, 2004, totaled \$11,682 and expenses totaled \$29,974. YTD income totaled \$80,957, with YTD expenses totaling \$70,188. Total Assets and Liabilities/Equity as of June 30, 2004 totaled \$262,009.

Maintenance

A large sink hole still exists at 55 Cherry Lane. Jim spoke to a contractor, R&S in Bristol, and they said they would send someone out to look at it. Sink holes have been reported at the playground and three other locations. Pete has talked to Moran about these and Moran said he would take care of these areas.

Pine trees still need to be taken down behind Princess Lane.

Pool

Dennis reported that we had one new resident sign up for the pool and he pro rated the membership fee.

Chandler Hall is using the pool again this year during off hours. Last year we charged \$968 for two times a week for a seven-week time period, which equated to \$70 per visit. It was decided we should charge \$75 per visit, times three visits a week for the number of weeks the pool was used.

Dennis has found someone who will do the caulking work at the pool. The estimate is \$6.50 per foot, with the total work costing approximately \$2,000.

As of the beginning of August we had 163 families signed up for membership in the pool.

Manor House

Bonnie submitted a report regarding the Manor House. There were six Manor House rentals in June and five rentals in July. The Manor House was also used free of charge one time for community card games.

The house was professionally cleaned in June and our yearly fire inspection went well with no problems. Bonnie requested that the Manor House answering machine be changed to indicate that the house can be seen by calling Bonnie to arrange for an appointment.

Regarding the rental of the Manor House to the Bronkovics, Bonnie's report indicated that they requested to rent the Manor House for June 12 in spring of 2004. At that time their name was not on the "Do Not Rent" list. After the June meeting, Bonnie was informed that she was to call them and tell them they were not permitted to rent the Manor House because they were in arrears on their assessments. Bonnie did as requested and a week later the Hergers of Newtown Crossing, residents in good standing, requested to rent the Manor House on June 12. It was then rented to them.

It was stressed that the By-Laws indicate that residents who are two consecutive quarters in arrears cannot rent the Manor House or use the community pool. Discussion followed regarding who can rent. Conflicting opinions were expressed regarding policing rentals based upon "intention". Several Board members felt we cannot decline a rental based upon the fact that they may be "intending" to rent for someone who does not live in the community or whose assessments are in arrears.

Pete felt we should review the published rules at the next meeting and clarify them for future reference. Bob will put together a "Do-Not-Rent" list and we will request that Bonnie provide a copy of the Manor House rules for review and update where necessary.

Architectural Control

Stuart questioned whether Architectural Control applications should be approved if a resident is in arrears. It was felt this should be reviewed by the Board for approval.

The meeting adjourned at 8:54 to convene the annual meeting. After the annual meeting was adjourned, the regular monthly meeting was reconvened. Stuart made a motion that we carry over the same slate of officers and committee heads, which will consist of Jim Downey - president, Pete Ancona - vice president, Bob Donatelli - treasurer, Joanne Urquhart - secretary, Dennis Dettra - pool, Stuart Graff - architectural control, and Bonnie Dettra - Manor House, Scott Greco - webmaster. The motion was seconded and carried unanimously.

With no further business, the meeting was adjourned at 9:02 p.m. The next Board meeting will be held on Monday, September 13, starting at 7:30.

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

September 13, 2004

The regular monthly meeting of the NCCA Board of Directors was held on Monday, September 13, 2004 in the Spring House. The meeting was called to order at 7:40 by Stuart Graff with the following Board members and officers present: Bruce Collier, Barbara Jankowski, Dennis Dettra, Bob Donatelli and Joanne Urquhart. Also in attendance were Helene Dichter, Frank Jankowski and Lorrie Strange.

General Business

The minutes of the annual meeting and regular August meeting were approved as submitted.

A resident living on Princess Lane attended the meeting to discuss a problem with a cluster mailbox that was taken out and moved. The original cluster mailbox was in deteriorating condition and the resident had complained to the post office regarding the appearance and condition of the box. The post office replaced the cluster box and moved it to a new location, but when the old box was taken out, the sidewalk was left broken and in pieces. The resident had called and complained to the post office regarding the condition in which the sidewalk was left. She has to date received no satisfaction regarding her complaint. Barb made a motion to assist the resident and write to the Post Master General in Washington and the local post office asking them to come out and fix the broken sidewalk.

We received First National's proposal to renew their accounting contract for next year. Rates are to remain the same at a cost of approximately \$2,800 for the year. Barb made a motion to approve the contract with First National Bank. Stuart seconded the motion and it carried unanimously.

Three delinquency notices were sent last month and three final notices were sent. One account was turned over to Jim for filing.

Bob distributed and reviewed the July 2004 and August 2004 Profit and Loss reports and the January 1 to July 31, 2004 and the January 1 to August 31, 2004 Profit and Loss YTD Comparison statements. Total income for July was \$22,015 and expenses totaled \$19,662. August income totaled \$9,034 and expenses totaled \$20,374. Year to date income through August totaled \$112,005 with expenses totaling \$110,226. Bob noted that while Swim Club income was up from last year's figure, that increase was due to membership rates being increased, and Swim Club income fell considerably below what was budgeted for the year. Bob also noted that insurance rates increased from approximately \$8,000 to approximately \$11,800. Our \$500 deductible has also been increased to \$1,000. A budget meeting should be scheduled for October, at which time we will need to seriously consider whether an assessment increase is warranted.

Maintenance

A dead tree was removed on Mill Pond near the 332 entrance. We should check with Moran to see if he will replace this tree since it was planted by him and should still be under "warranty". The pool needs mowing. Moran will be reminded of this.

There is a tree near 206 Commonwealth which is overhanging the sidewalk. Jim's Tree Service will be contacted.

Pool

Dennis measured the footage for the pool caulking and the total is 400 feet, which is higher than the original 300 feet that he had previously estimated. Due to the increase in actual footage, the cost will be about \$2,600. It is anticipated that this work will be started the week of September 13.

Dennis felt the guards did a good job and recommended bonuses for the lifeguards. Bruce made a motion that we give all four lifeguards a bonus. Stuart seconded the motion and it carried unanimously.

Dennis felt that in the spring we should possibly consider changing the pool personnel salary scheme by paying lifeguard personnel more and increasing their responsibility and paying him less and allowing his involvement to decrease.

Total number of pool applications this year was 165. Shortfall for the pool was about \$3,500. Options regarding increasing membership and better utilization of the pool should be discussed at the budget meeting.

Manor House

Bonnie submitted a report stating that there were three Manor House rentals in August and two rentals currently scheduled for September and October.

The gutters will be cleaned in the fall and estimates are being obtained to replace the floor in the kitchen, hall and back room. This has already been approved for up to \$500. Bonnie has received a request to service the fire extinguishers and she will check with Bob as to when they were last serviced.

Question was raised about whether the Manor House could be rented for supervised overnight slumber parties. The Manor House contract specifically states that the house must be vacated by 2:00 a.m. The Board, however, felt that we could possibly entertain an overnight agreement but only with prior Board approval and this might have to be considered a two-day rental.

Social

Lorrie Strange will be organizing a Halloween party and will contact the webmaster to put a flyer on the website. She also asked permission to post signs at the Route 332 and 532 entrances publicizing the event. Lorrie has budgeted \$250 for this event, which takes into account receiving \$1 per person from participants to cover the cost of pumpkins.

Publicity

At this point we do not know how many people have logged onto the website. Stuart offered to contact Scott to check on this. It was also felt we should invite Scott to come out to the next meeting.

The website has been listed on the First National billings, but it was suggested that we should consider sending out a reminder card about the website and encourage residents to log onto the site. Periodic emailings could then be sent to everyone registered regarding items of interest and importance in the community.

Architectural Control

Resident at 111 Union submitted request to remove old fence and install and rearrange new fencing. He also wanted to install a Rubbermaid shed. Stuart questioned the appropriateness of a Rubbermaid shed, but it was cited that other residents have erected such sheds. Bruce also raised a question as to where the shed would be positioned and did not want to see it along the road/sidewalk. This application was tabled until Stuart could obtain addition information.

Resident at 5 Chestnut Drive submitted application to replace windows with like double-hung, same size and color windows. Application approved as submitted.

Resident at 16 York Street submitted request to replace roof. Request approved as submitted.

Old Business

Jim has received no response from the claims adjustor from Midlantic Insurance regarding the damaged sign at the Route 532 entrance. Jim indicated that we may have to institute a lawsuit against the driver. Jim gave the claims adjustor Dennis' name to contact in order to make arrangements to look at the sign. The consensus of the Board was that if we are not getting any satisfaction with the driver's insurance company, perhaps we need to pursue the sign replacement with our own insurance. Further handling of this matter should be left to Jim's discretion.

New Business

Pete Ancona, who was not in attendance, had indicated that he will not be available to attend Monday night meetings until December. Since it seemed there was no other night that was ideal for all, the Board members in attendance felt we should keep the meeting date set for the first Monday, knowing that Pete will be unavailable until his class ends in December.

With no further business, the meeting was adjourned at 9:17 p.m. Due to unavailability of a quorum on the first Monday of October, the next meeting will be held on Monday, October 11, 2004.

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

October 11, 2004

The regular monthly meeting of the NCCA Board of Directors was held on Monday, October 11, 2004 in the Spring House. The meeting was called to order at 7:40 by Jim Downey with the following Board members and officers present: Stuart Graff, Barbara Jankowski, Bob Donatelli and Joanne Urquhart. Also in attendance were Jill Collier, Don McEachron, Brian Currie, Mike Gallagher, Kim Bonner, Jay McGuigow and Jay Sensibaugh.

General Business

The minutes of the September meeting were approved as submitted.

Bob distributed and reviewed the September 2004 Profit and Loss report, the January 1 to September 30, 2004 Profit and Loss YTD Comparison statement and the Balance Sheet as of September 30, 2004. Total income for September was \$3,798 and expenses totaled \$15,038. Year to date income through September totaled \$115,803 with expenses totaling \$125,263. Total Asset and Liabilities & Equity were \$241,094. Bob noted that assessments received as of September 30 were about even with last year at this time. Swim Club was about \$4,000 under budget. Common grounds expenses were approximately \$7,500 over last year's expenses at this time last year due to storm damage cleanup, increased cuttings and snow removal from the beginning of the year. As of September 30, expenses were \$9,400 more than income. Because of this, Bob recommended that any unbudgeted items for the remainder of the year be deferred until next year and that if snow falls in December, we should consider not shoveling the sidewalks. This suggestion was met with resistance from at least one Board member who pointed out that at the Township Homeowners' Association meeting last year, the Township specifically mentioned that homeowners and associations can be fined for not shoveling sidewalks.

Bob reported on the status of delinquent accounts by saying that six final notices were sent out this quarter. He further recommended filing judgments against two other residents who have made no payment or contact after receiving final notice letters from the Association. Judgments were filed against two previous long-standing delinquent accounts. Budget meeting should be held before the next meeting.

Residents living in a single home on Oak Court attended the meeting to request having a tree removed since it was damaging their sidewalk; however, the residents were informed that the tree was on their property and therefore is their responsibility for removal. They were further informed that sidewalk repairs are also the responsibility of the homeowner and the homeowner is responsible for cement repairs out to where the cement meets the asphalt of the road.

A number of residents attended the meeting to discuss the development of the parcel of land behind the wooded area off of Mill Pond and York Street. Some of the residents had attended the Township Planning Commission meeting when the plans for an age-restricted housing development were presented which included removal of part of the wooded area. The developer has proposed to build 45 units on the 17-acre parcel. One Board member pointed out that the entire wooded area could not be removed since parts are owned by Newtown Crossing and Eagle Ridge. Jay Sensibaugh, a resident and member of the planning commission, indicated that at the last meeting the planning commission told the developer they could not build houses on the property because they did not meet the safety aspects of access/egress from the parcel. The proposal as presented indicates that traffic from the development would utilize the same access/exit as the Newtown Church. This access is designated as existing but non-conforming with current requirements. Since the church's access is located so close to the bypass, adding an increased density of population which would utilize the access on a regular basis poses a dangerous condition and refusal can be recommended. Some individuals on the planning commission believe the developer might be able to gain safe egress by talking to neighboring property owners and obtaining access rights which would allow them access/egress closer to the Route 532/Mill Pond traffic light.

Mr. Sensibaugh pointed out that there are five criteria in a use approval and the planning commission felt there were two items in which the developer was deficient in using the current proposal for that parcel. The plan will next appear before the Township Supervisors for review, and the developer can add additional information or make changes in presentation before presenting it to the Supervisors. The Supervisors will then make a use decision. It was pointed out that every open parcel of land will get developed, however, because of public opinion, it can be developed in a way compatible with the neighborhood. Mr. Sensibaugh presented the plans for this parcel as they were presented and further discussion ensued.

As mentioned above, the plans include egress through the Church's access and would be a right turn only out of the roadway onto Route 532. The Planning Commission expressed concern that doing this will then encourage U turns at the Mill Pond/Route 532 traffic light or U turns at the entrance of Newtown Crossing. Mr. Sensibaugh pointed out that at this time the developer was NOT looking to access Mill Pond via a road through the wooded area and the NCCA Board was adamant that permission would not be given to do that. It was also felt that the developer should be encouraged to salvage as much of their wooded area as possible. Question was raised as to what would prohibit the developer from building 45 non-age restricted houses versus 45 age-restricted homes. There are density restrictions; therefore, 45 non-age restricted home would exceed the allowable density. Children would not be present in age-restricted housing, therefore more homes can be allowed on the same amount of land. Age-restricted homes would also not tax the school structure. Whatever type of housing is built would need to be designed in a way that would not be injurious to the neighborhood, would have a safe means of access and would not create traffic safety risks to the neighboring communities.

It was felt the community should remain vigilant and attend township meetings relative to this issue to express our feelings. Jim will plan to attend the next township meeting to represent Newtown Crossing. Several residents have also started a petition-signing campaign.

Maintenance

The large willow tree near 208 Commonwealth lost a large limb and a maple tree next to it is dying. Both of these trees will be removed.

Pool

We still have not received payment from Chandler Hall regarding their use of the pool during the summer. Dennis was to have contacted them regarding the charges.

Manor House

Due to the exceptionally heavy rain on September 28, the Manor House sustained damage to the kitchen ceiling. The kitchen was flooded with water and portions of the ceiling plaster fell. Bonnie took pictures of the damage and spent several hours cleaning up so that the rental for the weekend could go on as scheduled. Bonnie thought that FEMA could possibly reimburse us for the damage; however, Bob indicated that FEMA covers ground water damage that insurance companies will not cover and this damage was not ground water damage. Stuart offered to go and survey the damage with Jim and see what caused the damage.

Publicity

Bonnie indicated that her phone number was not on the website and requested that it be included since she is currently without a computer and cannot be contacted by email. Joanne requested phone contact rather than email contact, so the webmaster will be notified of these requests.

Architectural Control

Resident at 131 Commonwealth submitted application to paint siding. Application approved as submitted.

Resident at 116 Bucks Meadow Lane submitted application to replace roof and gutter with same style and color as originals. Application approved as submitted.

Resident at 111 Union Street submitted application to move fence from front yard to back yard. Application approved as submitted.

Old Business

Regarding the damage to the Route 532 entrance sign and brickwork, Jim has talked to the claims agent and submitted an estimate for \$5,800 to repair the base and brickwork. We have filed suit against the driver involved in that incident since we have not received any response from her insurance company. Hearing for this matter is scheduled for October 29.

PECO forwarded a letter updating the work they have been performing within Newtown Crossing to reduce the frequency and duration of electric service outages. Since 2000 when the work began, they were focused on systematically replacing the underground high voltage cable throughout Newtown Crossing. To date, more than 60% of the cable within Newtown Crossing has been replaced and the project should be completed in the fall of 2005. The 2005 work will occur on the streets of Newtown Crossing from Hidden Valley Lane to Buck Road plus Canterbury Court on the opposite side of Mill Pond Road. PECO noted that in the areas where cable has been replaced, there has been significant reliability improvement and they expect the same improvement in the remaining sections when the project is completed next year.

Verizon is also now installing networking for future services.

Township Director Tom Harwood has been negotiating with the post office to correct the cluster box situation on Princess Lane by moving the box off the sidewalk and onto Newtown Crossing's open space and repairing the broken sidewalk.

New Business

With no further business, the meeting was adjourned at 9:45 p.m. The next meeting will be held on Monday, November 1, 2004.

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

November 1, 2004

The regular monthly meeting of the NCCA Board of Directors was held on Monday, November 1, 2004 in the Spring House. The meeting was called to order at 7:35 by Jim Downey with the following Board members and officers present: Bruce Collier, Stuart Graff, Barbara Jankowski, Bob Donatelli and Joanne Urquhart. Also in attendance were Frank Jankowski and Lorrie Strange.

General Business

The minutes of the October meeting were approved as submitted.

Since the meeting date fell so early in the month, the financial information for the previous month had not yet been received from the bank in order for the treasurer to prepare financial reports. Therefore, October financial reports will be presented at the December meeting.

Bob reported that a check was received from the Bronkovics to satisfy the judgment against them for their delinquent assessments and was deposited, however we will need to wait until the check clears before we know for certain that the account is paid. A small balance still remains against their account, however this payment puts them as members in good standing.

A one-year CD in the amount of \$19,448 maturing in November will be rolled over.

Default hearings are scheduled for November 19 for delinquent residents at 14 King Charles and 11 Union.

Utilizing information presented at the budget meeting in October, Bob presented two budgets—one using a \$16 assessment with a pool application fee of \$70-75 per family and one using an \$18 per month assessment with no pool tag fee. Expenses remained the same on both budgets. Bob distributed and reviewed the proposed budgets for 2005. Discussion followed whether the assessments should be raised to include the pool fees. After discussion, Stuart made a motion to raise the assessments to \$18 a month which would include pool membership without additional cost. Barbara seconded the motion. Roll call vote was taken and the motion carried, three in favor (Collier, Graff, and Jankowski) and one against (Downey).

Barbara made a motion to approve the proposed budget in the amount of \$153,500, which included the \$18 per month assessment and pool membership. Roll call vote was taken and the motion carried, three in favor (Collier, Graff and Jankowski) and one against (Downey). Notices will be mailed to residents advising them of the increase in assessments.

Social

Lorrie Strange will continue as Social Committee chairperson for the upcoming year. She plans on organizing an Easter egg hunt, Halloween party, several pretzels and water ice days at the pool and an end of the season pool party. Details of events will be posted on the website.

Manor House

Bonnie's written report indicated that there were two paid rentals, plus the Halloween party during the month of October and two rentals scheduled for November. The gutters will be cleaned in November and the kitchen ceiling needs to be repaired.

Publicity

Stuart volunteered to be the webmaster liaison.

Architectural Control

Resident at 144 Commonwealth submitted application to replace roof. Application approved with verification that delinquent assessments have been paid.

Resident at 9 Chesapeake submitted application to replace driveway. Application approved as submitted.

Resident at 131 Hidden Valley submitted application to replace roof and chimney stack on roof. Application approved as submitted.

Resident at 208 Commonwealth submitted application to replace windows. Application approved as submitted.

Resident at 66 King Charles submitted application to replace sidewalks. Application approved as submitted.

Resident at 145 Canterbury submitted application to replace fencing, windows, garage door, and landscaping work. Application approved as submitted.

Old Business

A large number of residents from Newtown Crossing attended the Township meeting regarding the development of the parcel behind the woods. The Planning Commission had previously rejected the plans; however, no decision was made by the Township Supervisors.

An insurance appraiser viewed the Route 532 entrance sign, but we still have not heard back from the insurance company. The lawsuit against the driver causing the damage still stands.

With no further business, the meeting was adjourned at 9:05 p.m. The next meeting will be held on Monday, December 6, 2004.

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

December 6, 2004

The regular monthly meeting of the NCCA Board of Directors was held on Monday, December 6, 2004 in the Spring House. The meeting was called to order by Stuart Graff with the following Board members and officers present: Bruce Collier, Barbara Jankowski, and Bob Donatelli. Also in attendance were Stephen Sturner, Joseph Munsholder, Jay McGuigan, William Stevenson, MaryJane Christenser, Stephen Costello and Carolyn Donatelli.

General Business

The minutes of the November meeting were approved as submitted.

The treasurer's report was deferred until January.

Bob reviewed delinquent accounts. Judgment was obtained against residents of a townhome on Union in the amount of \$460 plus court costs. A hearing is scheduled on December 27 regarding a property on King Charles for delinquent assessments in the amount of \$415. Collection letters are also scheduled to go out on five other delinquent accounts.

A number of residents were in attendance regarding the status of the petition circulated on the development behind the woods. Stuart suggested deferring detailed discussion on that topic until January since the developer has scheduled a meeting on December 14 with Board members of the neighboring community associations and neighboring land owners about the development of this parcel. This meeting is not open to the general public and the purpose of the meeting is to discuss the subject of secondary access to the site. At this time, Newtown Crossing remains adamant about not allowing an easement through the woods or selling any portion of the woods. There is also a supervisor's meeting on the 15th regarding this issue and it was suggested that Newtown Crossing residents be in attendance in full force.

The NCCA resident who has been instrumental in obtaining 800 petition signatures indicated that he had talked to the pastor at Newtown Reform Church regarding the petition and the pastor indicated the church would support NCCA residents. Shir Ami was also called; however, Shir Ami is referring all inquiries to their attorneys.

Another resident in attendance raised concern about the signs that have been posted throughout Newtown Crossing regarding the development behind the woods. The Board indicated that the signs may not be aesthetically perfect; however, the signs are publicizing an important issue about which our residents need to be informed. Posting of the signs is also a short-term situation and will soon be gone once this issue is resolved. The Board originally gave approval for posting of these signs and the signs have not been posted on the entrance islands. If the situation drags out, it was suggested that the Board be advised of any additional sign postings prior to doing so.

Stuart informed the Board that he located the tax map for the portion of the wooded area owned by Newtown Crossing and will hold onto it until the next meeting. It was stated that the developer of the parcel will most likely come back with a revised plan for a lesser amount of homes.

Maintenance

Bob obtained a new contractor to do the community snow plowing at a more reasonable rate than last year's contractor. Bob did not discuss plowing the sidewalks but did receive a proposal from the person who did the sidewalks last year. Bob will check to see if the new contractor doing the Manor House could also do the sidewalks. It was arranged that the Manor House parking lot will not be plowed if there is less than 2" of snow. Bob felt we should also put some limitations on the sidewalk plowing and the Board suggested we use the same guidelines as at the Manor House—we will not have the sidewalks plowed if there is less than

2" of snow. It was further felt that a Board member (Jim) should be contacted prior to plowing the sidewalks.

Manor House

Bonnie has obtained a quote to clean the gutters and repair the leaky roof area for a cost of \$625. Barbara made a motion to accept the quote, Bruce seconded the motion and it carried unanimously.

Architectural Control

Resident at 213 Hidden Valley Lane submitted application to replace siding. Application approved as submitted.

Resident at 27 Bucks Meadow Lane submitted application to replace windows. Application approved as submitted.

Old Business

Regarding the Route 532 entrance sign, the insurance company of the driver who hit it indicated that they would pay an amount that equals only 20% of the actual replacement cost. We are thus continuing court proceedings against the driver. The court process may take some time, but the sign and brick will eventually be repaired/replaced.

With no further business, the meeting adjourned at 8:10 p.m. [Due to scheduling conflicts of key Board members, the January meeting will be held on the second Monday of the month, January 10. Jim Downey, Pete Ancona, Barb Jankowski, Bob Donatelli, and Joanne Urquhart have indicated they can attend. Stuart Graff and Bruce Collier have indicated they will be unable to attend.]