

**MINUTES OF THE MONTHLY  
NEWTOWN CROSSING  
COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETINGS  
2005**

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# **NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING**

**January 10, 2005**

*The regular monthly meeting of the NCCA Board of Directors was held on Monday, January 10 2005 in the Spring House. The meeting was called to order at 7:38 by James Downey with the following Board members and officers present: Pete Ancona, Bruce Collier, Stuart Graff, Barbara Jankowski, Bob Donatelli and Joanne Urquhart. Also in attendance was Jay McGuigan.*

## **General Business**

The minutes of the December meeting were approved as submitted.

Bob distributed the Profit and Loss Statements for October and November 2004, and the YTD Comparison Statements for January 1 – November 30, 2004 and a preliminary January 1 – December 31, 2004. Total income for January to December 31, 2004 was \$149,545 and expenses totaled \$157,834, which resulted in a \$8,300 loss for the year. Major expenses which accounted for the loss included insurance expense, unanticipated pool repairs, and snow removal. Bob indicated that this was a preliminary statement, since he wants to verify whether we can defer taking depreciation for this year. Since we already have a \$8,300 loss for the year, we don't need a \$17,000 depreciation write-off. Bob cannot find anything in writing which clarifies this issue and he will contact IRS to ask if we can defer depreciation to a future year.

Bob reviewed the status of delinquent accounts. Judgment will be executed against owners of a townhome on Commonwealth. On November 19 we obtained a judgment against one homeowner on Union Street, and the owner has paid nothing against that delinquency. Jim reported that the resident called him and indicated payment was forthcoming; however, payment was not received. Those two accounts amount to over \$1,100. Three new collection letters were sent out in December. One resident paid \$180 of the total balance owed; however, the other two owners paid nothing against their account. Three final notices will also be going out.

## **Maintenance**

Complaint was raised regarding a tree on personal property that is growing into the street on Princess Lane. Since this is on private property the Board felt there was little that could be done regarding this.

Bruce mentioned that debris still remains from the willow tree that was removed on Commonwealth. Usually the chips are piled to allow for settlement. It was suggested that we wait until spring to see if settlement occurs, then have Moran clean up, add topsoil and seed.

## **Pool**

Dennis will be contacted and asked to attend the next Board meeting to discuss pool arrangements for the 2005 pool season and suggestions for handling pool tags.

## **Manor House**

Bonnie reported that for the month of December there was one paid rental and three community parties held at the Manor House. No January rentals have currently been scheduled.

The heater was repaired in December by Dilks, the gutters were cleaned and the roof leak over the kitchen was repaired. The kitchen ceiling still needs to be repaired and Jim indicated he would contact Bonnie and have her get an estimate.

## **Architectural Control**

We received a letter from a single homeowner who is interested in putting an addition on their home. They have requested a letter from NCCA regarding our input on this. We will send a letter indicating that the homeowners association has no jurisdiction over alterations made to single homes.

## **Old Business**

Jay McGuigan was in attendance regarding the status of the property development behind the wooded area. Several Board members had attended a meeting with the developer regarding the possibility of allowing access through the NCCA wooded area. At that meeting the developer was told that NCCA would not sell or allow an access through the woods. The developer apparently was unaware that on the original subdivision map approved by the Township the wooded area was designated as an area that cannot be torn down and developed.

Mr. McGuigan reported that he had heard that the developer had made revised plans, which at the time were not yet available for distribution, and that the plans were “worse” than originally presented. Mr. McGuigan was planning to attend the next supervisors meeting concerning this issue and was prepared with a summary of the issues at hand, which included press clippings regarding the developer, who is currently being sued. The developer has had to stop construction in two neighboring townships because of safety issues involved. Mr. McGuigan will also present the petitions signed by 800+ residents in the neighborhood.

The developer is not required to have a traffic study, but the question was raised as to whether we could request that the supervisors have a traffic study completed, since safe access/egress remains the main concern regarding development of the parcel.

Mr. McGuigan indicated that he would like to post signs in the neighborhood again regarding the next supervisors meeting. While there was some objection to the signs, the majority of the Board had no problem with the posting of signs, since this issue affects the entire community. The issue from the Board’s standpoint is not an objection to the development itself, but as to the traffic safety concerns which would affect our residents.

New cement block was poured where the post office removed the cluster mailboxes.

Barbara questioned whether we should take down the rest of the brick that remains from the Route 532 entrance sign. Jim indicated that part of the estimate to rebuild the brick structure was to clean up and remove the existing brick. Stuart also felt that we should not do anything further until after the pending court case. Hearing is set for February 24.

## **New Business**

Jim indicated we have been getting numerous phone calls regarding Verizon. Verizon is installing DSL lines throughout the community. Verizon has also been storing their equipment on our premises and question was raised as to whether permission was asked to do so. It was also indicated that if their equipment is stored on our premises the Association should be getting a daily rental fee. Jim said that Verizon did ask permission, however we do need to verify how much they are paying to store equipment. Residents have expressed complaints regarding trash that workmen have left and regarding the manner in which the grounds have been “restored”. Pete also reported that Verizon had a piece of equipment that leaked on the parking lot. Verizon cleaned it up and indicated that they would power wash the area before they leave and fix any damages.

Pete further reported that a sheriff constable of New Jersey served him, on behalf of Newtown Crossing Inc., a lawsuit filed by a resident of Liberty Square who slipped on the icy sidewalk in front of his home. This was sent on to State Farm to the claims department, and Jim explained that we have nothing to do with this

since Liberty Square is not our lot, we are not Newtown Crossing Inc. and that the papers were served by a constable instead of a sheriff. The incident also happened two years ago and the statute has expired. Our insurance company is handling this.

With no further business, the meeting was adjourned at 9:10 p.m. The next meeting will be held on Monday, February 7.

# **NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING**

**February 7, 2005**

*The regular monthly meeting of the NCCA Board of Directors was held on Monday, February 7, 2005 in the Spring House. The meeting was called to order at 7:35 by James Downey with the following Board members and officers present: Pete Ancona, Stuart Graff, Barbara Jankowski, Bob Donatelli and Joanne Urquhart. Also in attendance were Lorrie Strange and Frank Jankowski.*

## **General Business**

The minutes of the January meeting were approved as submitted.

Bob distributed the Profit and Loss Statement for December 2004, and the YTD Comparison Statements for January 1 – December 31, 2004 and the Balance Sheet as of December 31, 2004. Total income for December was \$5,672 and expenses totaled \$26,273. Total income for January to December 31, 2004 was \$149,545 and expenses totaled \$173,733, which resulted in a \$24,188 loss for the year. Bob researched the depreciation issue mentioned last month and indicated that we cannot defer depreciation to a future year. Therefore, our losses for the year increased to \$24,188 because of the \$16,000 in depreciation expense which we are required to report this year.

Bob also distributed and discussed the comparison report of the 2004 performance versus the budget. Receipts for the year were \$2,455 below budget, primarily due to swim club receipts being \$3,200 under budget. Administrative expenses were \$1,200 over budget primarily due to a newsletter mailing that was not budgeted and insurance expense. Major repairs/pool repairs accounted for another \$5,000 over budget, resulting in \$5,692 over budget in total expenses, ending up with an \$8,147 loss for the year before depreciation. Total assets and liabilities/equity as of December 31 totaled \$226,057.

Bob reviewed the status of delinquent accounts. Three final notices were sent out last month. Bob issued sign fines in the amount of \$500 during the month.

## **Maintenance**

There is a major cave-in along the sewer system between 55 and 57 Cherry Lane. Contractors have been contacted regarding this issue.

A resident in attendance brought up that her driveway is also sinking and sought assistance in what to do. Since her problem is not related to the sewer system and is on her private property, she will have to burden the financial responsibility of repairing the situation. Also, since her driveway connects with her neighbor's driveway and that is also sinking, the Board advised that both driveways would probably need to be properly fixed at the same time to correct the situation.

Discussion ensued regarding two bills received for plowing of the common area sidewalks. The sidewalk plowing agreement states that the contractor is not to plow under 2" of snow and that he is to contact an authorized representative of NCCA in advance to get approval to plow. In light of the fact that the sidewalk plowing contract specifically states that preauthorization is necessary and the first snowfall was basically a "dusting", Board members felt we should not pay for the first billing. Letter will be written indicating necessity of pre-approval for services and only the second bill will be paid.

## **Pool**

The Board will need to know what Dennis' involvement will be for the 2005 pool season. This will be discussed at the March meeting, at which Dennis should plan on attending. There was brief discussion regarding what type of pool tag system will be implemented now that pool membership is included in

assessment fees. This will also be further discussed with input from Dennis.

### **Manor House**

Bonnie reported that there were two February rentals and four rentals scheduled for March.

Newtown Roof was contacted due to continued leaking in the kitchen. They came out and will fix the problem; however, the repairs to the kitchen ceiling will be postponed until the leaking roof is fixed.

### **Social**

Lorrie Strange is organizing an Easter Egg Hunt which will be held on Saturday, March 19, from 12-1. She requested \$250 for this event. Notice will be posted on the website.

### **Publicity**

Ballots for the April election will be posted on the website.

### **Old Business**

Jim received a response from State Farm regarding the lawsuit which was served on behalf of a Liberty Square resident. State Farm's lawyer concurred that the suit was improperly served, the statute of limitations have expired, and that we are not responsible.

The lawsuit regarding the damaged entrance brickwork at Route 532 is still scheduled to be heard on February 24.

The contractor who wants to develop the property behind the wooded area is scheduled to meeting before the Township Supervisors on the February 23 meeting.

### **New Business**

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

# **NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING**

**March 7, 2005**

*The regular monthly meeting of the NCCA Board of Directors was held on Monday, March 7, 2005 in the Spring House. The meeting was called to order at 7:35 by James Downey with the following Board members and officers present: Pete Ancona, Bruce Collier, Stuart Graff, Barbara Jankowski, and Joanne Urquhart. Also in attendance were Dennis Dettra and Frank Jankowski.*

## **General Business**

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

## **Maintenance**

Jim spoke to Mr. Tiffany regarding the bill for the snow plowing of the sidewalks. After talking to Mr. Tiffany, Jim felt he should be paid for the first plowing.

## **Pool**

At the end of last year, Dennis had discussed with Bob the possibility of changing his role as pool manager. Dennis indicated he would like to stay on; however, he further indicated he would like to see Joe take on more of a daily role. Dennis is interested in overseeing the entire operation, but would like to reduce his number of actual hours spent at the pool. Dennis indicated he would maintain the same responsibility of seeing that everything was running smoothly, but with a lesser fee paid as a management fee through his company. The pool maintenance aspect would run through Dennis's company but Joe would be the first line of responsibility for the daily operations.

Dennis felt the guards are responsible enough to manage the daily operations but not the maintenance of the pool which is why he would continue to handle that aspect. Discussion followed regarding the responsibilities of the guards and the ability of the guards to enforce the rules. Barb felt the guards should take a more pro-active role. Dennis felt guidelines, including any concerns and new responsibilities, should be set out prior to the beginning of the season insuring that the guards understand and agree to the guidelines. Barb felt we should have a job description set up and signed by the guards. Dennis also indicated that he would like to be informed directly if there are problems at the pool rather than people complaining to Board members, as has happened in the past.

The guards also need to be firm enough to confront adults when an issue arises, such as leaving an under age child alone at the pool. When a problem arises, then Dennis would intervene.

Dennis was requested to put together a proposal, including salaries and personnel, and forward to the Board via Bob.

The issue of pool tags was raised. Dennis felt we did not need pool tags, since everyone who lives in Newtown Crossing is eligible for pool membership. He felt, however, that we now need verification that individuals using the pool actually live in Newtown Crossing, which would mean presenting some form of official identification with an address on it. If an individual or child does not have such identification, then those individuals would have to register at the beginning of the season. Parents would have to register children at the beginning of the season, then registration would be verified when they entered the pool. Dennis will work out details.

## **Manor House**

There were three paid rentals and two community service meetings during the month of March.

Newtown Roofing installed flashing on the roof to prevent further leaking. Cost of this repair was \$185.

McIntyre Plumbing was contacted to fix the leaky bathroom sink behind the kitchen. The sink has pulled away from the wall and has caused the wallboard behind the sink to deteriorate. They will send us an estimate.

## **Publicity**

Ballots for the April election will be posted on the website.

## **Old Business**

We have a contractor coming in to fix the Cherry Lane sink hole problem, but do not yet have the cost for this work.

Court hearing was held regarding the damaged entrance sign at Route 532 and we received \$4,553, which is the amount of the estimate to repair the brickwork. Work will be done as soon as we receive the money.

Next meeting regarding the development of the area behind the woods is scheduled for March 23.

## **New Business**

Former mailman Gerry Adams has retired and Jim suggested that we get him a plaque or gift certificate for his years of service.

The annual meeting will be held next month, together with the regular monthly meeting.

With no further business, the meeting was adjourned at 8:40 p.m. The next meeting will be held on Monday, April 4.

# **NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING**

**April 4, 2005**

*The regular monthly meeting of the NCCA Board of Directors was held on Monday, April 4, 2005 in the Spring House. The meeting was called to order at 7:48 by James Downey with the following Board members and officers present: Pete Ancona, Bruce Collier (arrived late), Stuart Graff, and Bob Donatelli. Also in attendance was Lorrie Strange (arrived late).*

## **General Business**

Minutes were approved as submitted. Treasurer's reports were deferred until the next meeting.

The general meeting was closed and the annual meeting was convened at 7:49; however, since only four ballots were received, the annual meeting was quickly closed and postponed until the first Monday in June. The regular meeting was reconvened.

The assessment delinquency amount of a property on Union Street has escalated to \$753.10 after a constable levied on the resident's car/possessions. Their car/possessions will be sold if the delinquency is not paid.

A resident who lives next to the playground complained to Pete regarding a problem with kids damaging her property with ball playing. Pete suggested ordering several specially-made signs (\$40 each) for posting at the playground indicating no ball playing at the playground. Pete will also include this on the website. Stuart also suggested posting a "no skateboarding" sign at the tennis courts.

## **Maintenance**

A sink hole has developed at Ash Lane and Hanover after the Verizon work from last year.

We have received a bid from Benhayon and Associates in the amount of \$55,800 for the repair of the cave-in of the storm sewer on the easement on Cherry Lane. We currently have about \$50,500 in the storm sewer fund, \$34,000 of which is in liquid cash. Stuart mad a motion to accept the proposal from Benhayon and Associates to repair the cave-in on Easement #14. Motion carried unanimously. We will need to start allocating funds to replace the storm sewer fund, since this repair will wipe out what had been saved for this purpose.

Stuart received an email regarding a dead pine behind 2 Westwood Court. Jim's Tree has been called about this.

Moran's latest bill included \$330 to repair snowplow damage along the sidewalks. Discussion followed as to whether the contractor should be responsible for payment of these repairs.

## **Pool**

Stuart reported that Dennis did not see a need for tags for the pool season. At the beginning of the season there will be a sign up sheet and residents will need to identify themselves with proof of residency, but he felt the guards quickly get to know the pool attendees. With this being the first season with full membership for all residents, we will see how this system works and may possibly have to make changes for subsequent years.

## **Manor House**

There are three definite rentals scheduled for April and two tentative rentals.

Leck's Exterminator is scheduled for April 4. McIntyre Plumbing was called to repair overflowing toilets and

drains on the first floor. This has been an ongoing problem when we have excessive rain.

Bonnie indicated that a sink has pulled away from the wall and will need to be repaired. She has received a quote from McIntyre Plumbing for varying prices for replacing, repairing, or eliminating the sink.

### **Architectural Control**

Resident at 230 Union Street submitted application to replace roof. Application approved as submitted.

### **Social**

Lorrie submitted receipts for the Easter Egg Hunt. Forty-five kids attended, and Lorrie submitted pictures of the event. It was suggested that the pictures be submitted to the webmaster for inclusion on the website.

### **Old Business**

The Township meeting agenda item of the development behind the wooded area was postponed again until the end of April.

Complaints have been common throughout the area regarding the poor job that Verizon did in restoring the grounds that were torn up. They also did damage to the playground parking lot. It was felt that a punch list should be developed for repair restoration work.

### **New Business**

With no further business, the meeting was adjourned at 8:35 p.m. The next meeting will be held on Monday, May 2.

## **NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING**

**May 5, 2005**

*The regular monthly meeting of the NCCA Board of Directors was held on Thursday, May 5, 2005 in the Spring House. The meeting was called to order at 8:05 by Stuart Graff with the following Board members and officers present: Pete Ancona (arrived late), Barb Jankowski, Joanne Urquhart and Bob Donatelli. Also in attendance were Michael Fiandra, Patrick Pierson, Margie Ruzicka and Frank Jankowski.*

### **General Business**

The minutes were approved as submitted.

Bob distributed the Profit & Loss Statements for January 2005 and February 2005 and the Profit & Loss YTD Comparison for January 1-February 28, 2005. Income for the month of January totaled \$24,450 and expenses totaled \$6,966. Income for the month of February totaled \$9,846 and expenses totaled \$3,457. Year to Date income totaled \$34,296 and total YTD expenses were \$10,423.

We received a letter from Eagle Ridge inquiring as to when the Route 532 entrance sign will be restored. Jim should have information regarding this.

### **Maintenance**

Moran was called to restore the grass area where the willow tree was removed on Commonwealth. Moran indicated that there are areas along Mill Pond that were not properly restored by Verizon and asked what should be done. Verizon is supposed to come back into the area, add topsoil and seed to properly restore all areas.

Jim's Tree Service will be contacted to remove a tree growing out of the retaining wall behind 31 King Charles, remove a dead tree between 18 N. Lancaster and 25 N. Lancaster, and grind the stump of a pine tree that was removed along Route 532. It was felt the dead pine on 532 should be replaced, probably in the fall.

Pete bought "no ball playing" signs and posted them about 7-8 feet off the ground at the playground. He also purchased two signs for the tennis courts and a new handicapped parking sign for a total of \$218.

### **Pool**

Although he was not present at the meeting, Dennis had submitted to Pete a set of rules, responsibilities, and guidelines for the pool. Dennis previously indicated that he wanted to cut down his hours and take a lower salary and give more responsibility to the guards. However, some of the Board members expressed concern over whether the current guards were capable of overseeing the pool the way it should be overseen. There was some discussion regarding the pool, however, it was felt that pool concerns and issues could not be discussed without Dennis being present. Therefore, a special meeting will be set up during the week of May 9 with the Board and Dennis. Since this will be a transitional year, there will probably be issues that will need to be worked out or changed.

Marge Ruzicka presented the Board with a plaque from the NCCA swim team in recognition of the Association's support of the team. She also asked if the Board would sponsor the swim team again this year. Barb made a motion that we sponsor the NCCA swim team and make a donation of \$200. Pete seconded the motion and it carried unanimously. Marge also asked permission to post a sign at the end of York Street advertising swim team sign-ups. She wanted to post the sign for about a week. The Board did not have a problem with this.

## **Manor House**

There were three completed rentals during the month of April and one paid rental scheduled for May. There are also three community usages of the Manor House at no charge scheduled for May. Currently there are also two June rentals scheduled for the Manor House.

The sink in the downstairs bathroom has pulled away from the wall. Bonnie had obtained a proposal from McIntyre Plumbing to replace this. The Board felt the proposal was high and that several other quotes should be received, and questioned why Bonnie had not contacted D&H Plumbing.

(ADDENDUM TO THIS ISSUE – Bonnie had the McIntyre proposal last month and had given it to Joanne. However, Joanne had a last minute family problem and was not able to attend the April meeting and Bonnie's report was inadvertently not forwarded to the Board that month. Due to the necessity of having additional bathroom facilities during rentals, Bonnie had contacted Jim after the April meeting, and Jim authorized having the bathroom work done prior to the May meeting. Bonnie indicated she had contacted D&H Plumbing and recently they have not been responsive in getting back to her. Also, the extent of the work which needed to be done was not just installing a new sink, but replacing outdated piping and rebuilding the section of wall behind the sink that was also torn out, hence the higher cost of this repair/replacement.)

## **Publicity**

Marge Ruzicka indicated that the sign-up forms have not been included on the website yet, despite her forwarding them to the webmaster. The Board expressed concern regarding the inaccessibility of the webmaster and wanted him to attend the next meeting to lay out some guidelines and encourage more active management of the website. Since Pete had recently been in email contact with the webmaster, he offered to contact Scott and invite him to attend the June meeting.

## **Architectural Control**

Resident at 120 Chesapeake submitted application to replace existing fencing and install EP Henry landscaping. Application approved as submitted.

Resident at 172 Commonwealth submitted application to install fencing. Application approved as submitted.

## **Old Business**

The developer asked for another continuance regarding the development of the area behind the woods.

## **New Business**

With no further business, the meeting was adjourned at 9:45 p.m. The next meeting will be held on Monday, June 6, 2005

# **NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING**

**June 6, 2005**

*The regular monthly meeting of the NCCA Board of Directors was held on Monday, June 6, 2005 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, Barb Jankowski, Joanne Urquhart, Bob Donatelli and Dennis Dettra. Also in attendance were Penny Koterski, Scott Greco, Jay Downey, Alexandra and Mike Gallagher, Lorrie Strange, Frank Jankowski and Ron & Keller Johnson.*

## **General Business**

The minutes were approved as submitted.

Bob distributed the Profit & Loss Statements for March 2005 and April 2005 and the Profit & Loss YTD Comparison for January 1-March 31, 2005 and January 1-April 30, 2005. He also distributed the Profit and Loss Statement for March 2005 and the Balance Sheet as of March 31, 2005. Income for the month of March totaled \$4,529 and expenses totaled \$4,269. Income for the month of April totaled \$25,449 and expenses totaled \$17,269. April Year to Date income totaled \$64,264 and total YTD expenses were \$22,872. Total Assets and Liabilities/Equity as of March 31, 2005 were \$254,733.49.

The audit report was distributed to the Board members and a brief discussion followed, after which Bruce made a motion to approve the audit report. Jim seconded the motion and it carried unanimously.

Bob reviewed the status of CD's and delinquent accounts.

## **Maintenance**

Several trees along Route 532 which back up to a house on Cherry Lane were knocked down when a car ran the embankment and hit the trees located on common ground. The residents living in the house requested that the NCCA go after the driver of the vehicle, collect for damages, remove the damaged trees and replace with new trees. The residents had requested a guard rail be installed along 532, and Jim had talked to the Mr. Pelligrino, Township Manager regarding this issue. Mr. Pelligrino talked to PennDOT, but they rejected this request. The damaged trees will be removed and will be replaced. Jim will order a police report for this accident.

The entrance sign at Route 532 will be reinstated now that the brickwork is completed.

There are several dead trees on Mill Pond near Union and Jim's Tree Service will be called.

The sink hole on Cherry Lane has been repaired. This sink hole resulted because caps were never installed and the pipes were never initially installed properly.

## **Pool**

Chandler Hall would like to use our pool again this year, three mornings a week, from 10-11:30, for a fee of \$2,000. Bob suggested that payment be obtained upfront since there was a delay in receiving payment last year.

Dennis reviewed issues at the pool. There is a major problem with the baby pool. Dennis feels the problem may be under the slab. Initially there was a slow leak, but the problem has magnified to the point where the baby pool will not hold water at all. Several ideas were discussed as to how to handle the problem, but the Board felt we should find out what is wrong before even trying to decide what to do with it. Dennis will contact a contractor to come out and look at the baby pool; however, there will be a cost involved in doing this.

Barbara mentioned various other issues that need to be addressed at the pool, including the diving board, cleaning out the doghouse and getting rid of residents' chairs being stored there, the hole in the guard house floor, broken trash can at the playground, new T-shirts for the guards, new umbrellas, and new PVC pipe for the in ground umbrella stand. She also suggested putting a "no trespassing" sign on the pool fence, since someone was seen climbing over the pool fence. We also need a tool kit, new flag and the vending machine needs to be removed. Frank Jankowski offered to see if he could find someone to get rid of the vending machine. Barbara also suggested starting a pool committee and she and several others expressed an interest in being on the committee.

### **Manor House**

Two Manor House rentals have been scheduled for June. No rentals currently scheduled for July.

The bathroom has been repaired and no other repairs are currently scheduled.

### **Publicity**

The webmaster was in attendance per Board invitation to review website set-up and to discuss how to enhance or periodically change the website. Discussion ensued regarding the type of items that can be posted and who should be authorized to post items. Approximately 330 residents have currently signed up for the website and it is hoped that more residents will sign up. The webmaster has the capability to bulk email those residents who have already logged on, thereby allowing a means of quickly advising residents of NCCA news and events.

The topic of links or postings for chat rooms was discussed and the Board felt we did not want links or advertising of any type included on the website. Residents can post regarding NCCA issues, but we do not want to allow links which could bounce to website of questionable nature. It was felt that the website should be periodically changed and possibly include pictures of NCCA activities. It was also suggested that more information be included about the pool operation, such as pool hours, adult swim nights, pictures of the lifeguards. The rules of the message board should also be laid out on the website. The webmaster will post clarification on the extent to which items can be posted.

Scott suggested sending a bulk email to everyone who is currently registered asking if they would like to receive a monthly notice from the community association. It was also suggested putting more information on the website regarding the pool and advertising in the classified section. Stuart offered to compile this information for the webmaster.

### **Architectural Control**

Resident at 12 York Street submitted application to replace 15 windows with similar white vinyl windows and replace sliding glass door in kitchen. Application approved as submitted.

Resident at 339 Canterbury Court submitted application to install fencing and remove two trees on side of property. Application approved as submitted.

Resident at 187 Commonwealth submitted application install fencing. Application approved as submitted.

Resident at 8 York Street submitted application to replace roof. Application approved as submitted.

Resident at 185 Commonwealth submitted application to replace fence. Application approved as submitted.

### **Social Committee**

Lorrie Strange requested \$250 to pay for several pretzel/water ice events at the pool this summer.

**New Business**

With no further business, the meeting was adjourned at 9:45 p.m. Due to the holiday falling on the first Monday in July, the July meeting was scheduled for the first Tuesday of the month. (Subsequent to this, the meeting was moved to Monday, July 11.)

# **NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING**

**July 11, 2005**

*The regular monthly meeting of the NCCA Board of Directors was held on Monday, July 11, 2005 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 (arrived 8:00), Bruce Collier, Stuart Graff, Barb Jankowski, Joanne Urquhart, Bob Donatelli and Dennis Dettra (arrived 8:20). Also in attendance were Barb Reass, Joshua Reass and Frank Jankowski.*

## **General Business**

The minutes were approved as submitted.

Bob distributed the Profit and Loss Statements for the months of May and June and the Profit and Loss YTD Comparison Statements for January 1 to May 31, 2005 and January 1 to June 30, 2005. Total income for the month of May was \$7,273, with expenses for the month totaling \$12,029.42. Income for month of June totaled \$7,045 with expenses totaling \$28,995. YTD income as of June 30, 2005 totaled \$78,583 with YTD expenses totaling \$63,896.

A CD in the amount of \$8,112 matured on July 5 and was rolled over. We received \$739 for payment on the Henninger account. In May, initial collection letters were sent to three residents and payments in the amounts of \$397, \$472, and \$352. No payment was received on any of these accounts. We did, however, receive payment on three other accounts after sending collection letters. We may be able to collect on past due assessments in the amount of \$532 for a property on Hidden Valley. This account had previously been written off but since the property is now being sold, we may be able to collect at settlement.

The bill to repair the storm sewer system totaled \$54,300 and this has been paid. The entire storm sewer fund has been exhausted with this one repair and we will need to replenish this account.

Dilks Oil is no longer offering a price cap agreement; however, they are now offering a pre-buy contract. Pete made a motion that we accept the pre-buy contract with Dilks at a total cost of \$3,950 for 1900 gallons. Stuart seconded the motion and it carried unanimously.

## **Maintenance**

Resident at 26 Franklin Court raised concern regarding a sinking grate in common ground. Years ago concrete was poured around the slab holding the grate but the concrete has now pulled away and the water is draining on the side of the cement instead of into the grate. Jim suggested having Moran take a look at it and Jim will also look at the area. This may turn out to be a situation similar to the recent problem on Cherry Lane which required major repair.

Resident in attendance voiced complaint regarding evergreen trees on private property along Mill Pond which are overgrown and impinging on the sidewalks. Property addresses are: 21, 35, 49 and 63 Gettysburg Lane. Letters will be written to these residents asking them to trim back evergreens.

Stuart received an email from a resident concerning overgrown tree on common ground. Stuart and Jim had looked at the tree and did not see it as being a problem. Letter will be written stating that as a practice we do not cut trees on common elements unless they pose an imminent danger. If something is impinging on private property, the resident is welcome to cut to the property line.

Jim has received calls from resident at 55 Cherry Lane requesting replacement of a tree which was removed when the storm sewer sink problem was repaired. The Board agreed to plant a pine tree in the fall. Three other pine trees need to be replaced along Route 532—one behind 64 Cherry and two behind 68 Cherry. In addition, two maple trees need to be replaced on Mill Pond.

Letter was received from three residents on Chesapeake requesting that a tree be removed on common ground. The Board did not feel it was necessary to remove the tree since it was not presenting imminent danger; however, the Board had no objection if the residents wanted to pay to have it removed.

Payment of \$42 was approved to a resident to add mulch to a common parking pad area.

Resident at 31 King Charles West requested that the common area retaining wall be cleaned up of wild trees growing out of the wall.

## **Pool**

Resident in attendance requested information regarding the hiring policy of the lifeguards from within the community and how hours are scheduled, since she had two teenaged certified lifeguards (one who was a full-time lifeguard last year) who had been receiving only limited hours this pool season. The Board explained that full-time guard employment one year does not necessarily guarantee full-time guard employment the following year. Lengthy discussion followed and the Board reiterated that the Board, not the Pool Manager, was responsible for the hiring decisions. The Board also explained that there are full-time guards, part-time guards and substitute guards and that subs are only called when the first two tiers are not available. After Dennis arrived this discussion re-continued. Dennis will talk to the head guard and find out what the criteria is for calling guards and offered to share that information with the resident.

Dennis submitted \$404 in gate receipts. Chandler Hall will submit payment within two days for use of the pool this season.

We are currently fixing a leak in the main filtration system by one of the valves. The baby pool leak turned out to be a broken drain plug. The drain plug has been fixed and the baby pool is now working.

The shed needs some repair—decision on this item will be deferred until budget time when we will decide whether to replace it or rebuild it.

The pool committee is working on getting rid of the soda machine and it was felt we should not install vending machines again.

## **Manor House**

One rental is currently scheduled for July and two are scheduled for August. The scheduled maintenance due in July and August include annual fire prevention inspection, Lecks exterminating and the Manor House cleaning. Leaks still continue from the kitchen ceiling during major storms. Bonnie will contact Newtown Roofers and ask them to try and find the source of the leak and repair.

## **Architectural Control**

Stuart received an email regarding alteration of a walkway of a townhome on King Charles. Sidewalks need to be repaired with sidewalk and not pavers; however, clarification will be obtained as to whether the request was for the front sidewalk or entrance walkway. ACC form will also be requested.

Resident at 145 Commonwealth Drive submitted application to install new siding and windows. Application approved as submitted.

Resident at 107 Chestnut Drive submitted application to install new siding. Application approved as submitted.

## **Old Business**

Jim reported that he printed out the agenda for the July 13 supervisor's meeting. The item regarding the development behind the woods was not listed on the agenda; however, several Board members will plan to

attend since the issue could still be addressed.

**New Business**

With no further business, the meeting was adjourned at 9:35 p.m. The next meeting will be held on Monday, August 1, starting at 7:30 p.m. in the Spring House.

# **NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING**

**August 1, 2005**

*The regular monthly meeting of the NCCA Board of Directors was held on Monday, August 1, 2005 in the Spring House. The meeting was called to order at 7:40 by Jim Downey with the following Board members and officers present: Pete Ancona, Bruce Collier, Barb Jankowski, Joanne Urquhart, and Bob Donatelli. Also in attendance were Bette Green, Marge Ruzicka, Chris Dempsey, Jill Collier and Frank Jankowski.*

## **General Business**

The first order of business was to nominate and accept a slate of officers for the year. Barbara made a motion that the officers remain the same for the following year. The motion carried unanimously.

The minutes were approved as submitted.

Bob presented the final audit report to the Board. Financial reports will be presented next month.

In July we had a one-year CD roll over in the amount of \$8,234.

Bob reported on the status of delinquent accounts. Final notices were sent to four residents in July. A final collection notice will be sent this month and three complaints were filed in district court.

## **Maintenance**

Jim received a letter from a resident regarding large pine trees which are blocking the sidewalk along Mill Pond between Hickory and Cherry. Letters have already been written to those residents requesting these trees be trimmed. Trees that were downed by the car which jumped the embankment off of Route 532 will be replaced in the fall.

Complaint was received regarding water coming out of the new drainage pipe that was recently replaced on Cherry Lane. Neighboring residents expressed concern about stagnate water, that the water should drain to the creek, and that there are no barriers to keep children away from this area. The Board indicated that in order to access that area, individuals would need to trespass across a neighbor's property. The Board went on to further state that when the new piping was installed, the bushes and debris were cleaned away from where the pipe discharges to allow more free flow of water away from the pipe. The purpose of that basin is so that the water does NOT get to the Neshaminy Creek. It is there so that the water will discharge into the immediate area and eventually percolate into the ground and be absorbed as ground water rather than contributing to the Neshaminy overflowing.

Barb reported a complaint that vines are entwining a tree at the pool area and are strangling the tree. Pete offered to look at it to see if the vine could just be cut at the base. Pete also indicated that the arborvitae along the back of the pool and playground should be cut back to about 15 feet. There is also a dead arborvitae that should be removed. Moran will be asked to do this.

## **Social**

Barbara reported that Lorrie Strange would like to have another water ice/pretzel night at the pool. She would also like to have a cookout and give out school supplies to the kids. Barbara made a motion to approve \$325 for this event. Bruce seconded the motion and it carried unanimously.

## **Pool**

Marge Ruzicka reported that the swim team season ended in July. Over 75 children participated in the program this year and many adult residents supported the team by helping at or watching the swim meets.

There was more community response this year than ever before. Marge indicated that she had many favorable comments this year regarding the swim organization and how enthused they were to have their children on the team. Newtown Crossing did really well and won the trophy in the blue division.

Marge asked if the swim team could use a small portion of the dog house for storage when it gets cleaned out this year. She also asked if the swim team could sell their extra sodas at the pool. The Board had no problem with this, but suggested she contact Dennis.

One of the swim team coaches in attendance had previously asked Dennis if he would be allowed to give swim lessons to other swim team members and was told that he could not do this. The coach asked the Board's permission to give swim lessons and the Board agreed with Dennis's decision. The concern is one of liability since the swim coach is retained by the swim team and not employed by the community and, therefore, would not be covered under NCCA's insurance. During meets and practices the team is covered under the swim league's insurance. The Board had no problem if the coach brought in a Newtown Crossing swim team member (assuming they live in the development) during regular hours when NCCA lifeguards would be on duty or if it could be substantiated that the swim league's insurance would cover time outside of swim meets.

The inoperable soda machine has been removed from the pool area and the Board thanked Marge for taking care of this.

There are some poles that are exposed at the playground area and some piping was not properly installed in the catch basins. Pete asked for the name of the contractor, since this was due to poor workmanship when it was originally installed. Bob will provide that information to Pete.

Pete rebuilt the trash receptacles at the playground and submitted receipts for this.

### **Manor House**

Four rentals are scheduled for August.

The fire inspection was successfully completed on July 29. Our fire extinguishers need to be checked. Routine cleaning is scheduled and extermination will be scheduled.

Bonnie has been in touch with Newtown Roofing regarding the continuing roof leakage at the Manor House. The roofing contractor wants to come out and observe the leaking when it is raining, since during good weather it is not evident where the leaking originates. The problem should be resolved within the next few weeks.

There has been an ongoing problem with teenagers hanging outside the Manor House and leaving trash and starting fires. There have also been several fires in the woods by the Manor House. The Fire Department has requested that we get descriptions of the teens who are hanging around and give those to the police.

Jim reported that the alarm went off several weeks ago after several individuals apparently broke into the Manor House. The tenant at the garage had spotted several teens trying to break in and reported their license number to the police.

### **Architectural Control**

Resident at 86 Chestnut Drive submitted application to his resurface driveway and extend the left side to meet with the driveway at 88 Chestnut. Application was approved with the stipulation that it is agreeable with the neighbor and that it meets all township requirements.

## **Old Business**

Jim, Pete and Barbara attended the July 27th Township meeting regarding the development behind the woods. The Township has begun the continual use hearing for approval of this development; and, due to the efforts of Barbara, NCCA is now listed as a party so we can participate in the hearings. While the developer's engineer study "clearly demonstrates that the new traffic generated by the proposed development will not have a significant traffic impact on adjacent roadways", that is not the issue. The issue is one of safety. The issue is not the amount of cars, but of the cars being able to safely get in and out of the development. Cars will be cutting in and out of our development, making U turns, and cutting across our development and Eagle Ridge. Pete raised concern that if we push too hard to dispute the safety of the proposed entry/exits, could the Township condemn the wooded area to allow access through our wooded area? Jim stated that the property is not landlocked—they have ingress and egress, so, therefore this is not a case of inverse condemnation. Jim, Pete, and Barbara will be following this situation.

With no further business, the meeting was adjourned at 9:00 p.m. The next meeting will be held on Monday, September 12, starting at 7:30 p.m. in the Spring House.

# **NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING**

**September 12, 2005**

*The regular monthly meeting of the NCCA Board of Directors was held on Monday, September 12, 2005 in the Spring House. The meeting was called to order at 7:40 by Pete Ancona with the following Board members and officers present: Jim Downey (arrived late), Stuart Graff, Barb Jankowski, Joanne Urquhart, and Bob Donatelli. Also in attendance were Sue VanderWyck, Lorrie Strange, Kenny and Patty Johnson, Henry and Marcia Piotrowski, Joan and Mike Varlaro, and Frank Jankowski.*

## **General Business**

Corrections/additions were noted on the minutes of the August meeting. The minutes were approved as corrected. The financial reports were deferred until the next meeting.

The Township was contacted regarding cars that have been parked on common ground with "for sale" signs on them. The cars have now been removed.

Due to the high cost of yearly insurance premiums, State Farm is now offering monthly and quarterly payments. Since the surcharge for splitting the payments is nominal, it was suggested we go with a quarterly payment to ease the cash flow situation.

## **Maintenance**

Several residents living along Bucks Meadow and Union Street attended the meeting in support of trimming a tree on common ground which overhangs a resident's property. This request had been denied at the last meeting; however, several residents attended the meeting to again request trimming of this tree. It was also brought up that there are numerous trees on common ground behind the area of Union and Bucks Meadow which pose safety issues because of low hanging branches and these low branches impact on the accessibility of the landscaper to properly mow around these trees. Lengthy discussion ensued. While it has been the position of the Board not to trim trees on common ground, Pete felt it was appropriate to consider cutting off lower branches to alleviate safety issues and to provide accessibility for lawn cutting around the trees. If Jim's Tree Service does come out to take down the lower branches on the common area behind Union and Bucks Meadow, it was also suggested we do a one-time cut to take up the tree overhanging the house on Bucks Meadow. Pete offered to take a look at the trees on this common area.

Pete spoke to Jim's Tree Service regarding the hedge trimming near the pool. There are also 4-5 dead trees along Mill Pond near Hidden Valley. The work for both of these areas will be about \$2,200. Bob suggested deferring this work until the end of October, at which time we will be in a better cash flow position.

## **Social**

Lorrie requested \$250 for a Halloween party. Barb made a motion to authorize \$250 for this event and the motion carried unanimously.

The Board commended Lorrie for organizing the summer social events at the pool.

## **Pool**

Dennis reported that the pool has been closed and \$850 was turned in for gate receipts for the season. We needed to replace a circuit breaker at the pool.

Guard bonuses were discussed and decided.

## **Architectural Control**

Resident at 84 Chestnut Street submitted application to replace roof. Given the increase in fuel cost, this resident had done research to find the most cost-efficient roof to install, since he felt his current roof was inefficient in insulating from both heat and cold. He presented two samples and wanted to install the lighter of the two since that sample received the higher efficiency rating. Stuart; however, felt the lighter color was too white and did not feel it was appropriate to approve such a light-colored roof. He further pointed out to the resident that doing other things, such as proper roof ventilation and a roof fan, would greatly aid in releasing the heat during summer months. After lengthy discussion, the Board approved the darker (aspen grey) of the two colors submitted, which was not the first choice of the resident. Pete told the resident that he was certainly permitted to look at other colors; and, if he found one he liked better, the resident could come back to another Board meeting and seek approval for a different color. The roof was approved provided "aspen grey" shingles were installed.

Resident at 186 Bucks Meadow submitted application to paint siding and replace gutters. Application approved as submitted.

Resident at 33 King Charles Lane submitted application to replace garage door. Request approved as submitted.

The Township contacted us to verify whether we had given approval for a resident to add a parking space in front of their townhome. Approval had not been given and the Township will take appropriate action.

## **New Business**

A resident in attendance reported a recent incident in which her 13 year old daughter was followed home by several older teens who attempted to follow her into the house. Fortunately, the girl's father was at home at the time. It was suggested that this be included on the website as a caution for other residents to be alert and to report any incidents to the police.

With no further business, the meeting was adjourned at 9:00 p.m. Since the first Monday of October falls on the beginning of Rosh Hashanah, the next meeting will be held on Monday, October 10, starting at 7:30 p.m. in the Spring House.

## **NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING**

**October 10, 2005**

*The regular monthly meeting of the NCCA Board of Directors was held on Monday, October 10, 2005 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, Stuart Graff, Barb Jankowski, Joanne Urquhart, and Bob Donatelli. Also in attendance were Kristina Popova (and a representative) and Frank Jankowski.*

### **General Business**

Corrections/additions were noted on the minutes of the August meeting. Bob noted one correction to the minutes. First sentence of the third paragraph under "General Business" should read "...State Farm has been offering monthly and quarterly payments."

Bob distributed the Profit and Loss Statements for the months of July, August and September, 2005 and the Profit & Loss YTD Comparisons for the periods ending July, August and September. The Balance Sheet as of September 30, 2005 was also distributed. Total income for July was \$23,984 with expenses totaling \$24,656. August income totaled \$12,111 and expenses totaled \$21,945. September income totaled \$5,681 and expenses totaled \$14,903. Year-to-date income as of September 30 totaled \$120,358 and expenses totaled \$125,400. Total Assets and Liabilities/Equity as of September 30, 2005 were \$180,030.

Bob indicated that Swim Club salaries went over budget but overall the Swim Club expenses were under budget from last year. Currently we are in line with the budget overall.

Bob reviewed delinquent accounts

Bob indicated that no final notices were sent this quarter. This was a first time ever in not sending out any final notices for the quarter.

### **Manor House**

There were no rentals in September; however, there are six rentals scheduled for October.

The fire extinguishers were recharged. Newtown Roofers did some repairs to the roof which greatly diminished the kitchen leak; however, there is still a leak in the ceiling which prevents us from patching the ceiling. Newtown Roofers have presented a proposal to correct the problem.

During one of the storms the cap on the chimney blew off and needs to be replaced to keep birds and animals out of the chimney.

### **Architectural Control**

Resident at 196 Commonwealth submitted application to remove two single windows and replace with one large window. The Board advised the resident that because this is a structural and aesthetic change to the townhome, this change could not be approved as submitted. The resident indicated that the window had already been purchased and could not be returned. The Board still could not approve the installation of the window in the front of the townhome; however, the Board approved the installation of the window in the back of the townhome.

Resident at 124 Chesapeake Drive submitted application to install new vinyl siding to match the existing color and to install gutters, downspouts, soffits, etc. in white. Application approved as submitted.

Resident at 23 King Charles submitted application to replace windows, same type and size as existing. Application approved as submitted.

## **Old Business**

Regarding the development behind the woods, Barbara reported this agenda issue was called off by the builder at the last Township meeting; however, it looks like it will be scheduled for the first week in November. There is also the possibility of scheduling a special meeting for this issue alone. We are approaching the "100 days" so if this development is not going to be approved, a decision needs to be made soon.

## **New Business**

Pete reported that during the week of October 10, PECO will begin the final phase of construction to replace underground electric cable in Newtown Crossing. The purpose of this work is to upgrade high voltage underground electric cable and splices identified in 2000 as having a higher than acceptable outage history and reaching the end of its life. Pilot holes will be dug throughout the entire scope of work to identify the location of buried facilities and underground soil conditions. Next, trenching and the installation of conduit will be done. The conduit, for the most part, will be installed in the roadway to minimize damage to customers' properties and to enable a way to easily pull in replacement high voltage cable without major excavation should that become necessary in the future. The conduit installation will start at the intersection of Mill Pond and Buck Road and continue up Mill Pond and the adjacent side streets to Princess Lane. The final portion of the project will involve pulling new cable through the newly installed conduit and connecting it to the transformers. All work will be completed by the end of 2005. Numerous streets will be affected and residents in the affected areas will be receiving a letter of information from PECO.

With no further business, the meeting was adjourned at 9:00 p.m. The next meeting will be held on Monday, November 7, starting at 7:30 p.m. in the Spring House.

## **NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING**

### **NOVEMBER 7, 2005**

*The meeting commenced at 7:40 p.m. Present were: James A. Downey, Peter Ancona, Bruce Collier, Barbara Jankowski, Stuart Graff, Robert Donatelli. Secretary, Joanne Urquhart, was out due to a death in the family. Resident, Mr. Frank Jankowski, was present.*

The October Minutes were accepted with one correction noting that a "suit was filed against Gregory". A vote was taken on the approval of the October Minutes and, with that one correction, was approved 5-0.

As to questions from members of the Association present, there was an inquiry as to the status of the tree trimming along Mill Pond Road by the homeowners who reside on

Gettysburg Lane. There remains one household who has not trimmed those trees.

There was no correspondence received.

There was no Committee report on the pool, recreation or maintenance.

As to the Manor House, the roof was repaired at the cost of \$1,200.00.

As to the Architectural Committee, there was a request regarding aluminum siding for 106 Commonwealth Drive with siding and windows the same as had been previously located at the home. This was approved 5-0.

The Social Committee report was that the Halloween Party was a "pumpkin smashing" success.

Under the category of Old Business, there was a discussion as to the ongoing hearings concerning the Hovnanian Development. The hearings before the Board of Supervisors of Newtown Township are ongoing. There was a notation of a possible meeting on November 16, but neither James Downey nor Barbara Jankowski had received any information from the Board of Supervisors about further meetings.

Jim's Tree Service has taken down four to five trees along Mill Pond. They also trimmed an Arborvitae along the playground where there were some plantings and, cleared up the retaining wall ground cover.

Our tenants have unused space on the lower level of the rental property. They asked that it be fixed up before their own use and that was approved by the Board. It was reported by Mr. Ancona that PECO should have its repairs finished before the Holidays.

The Treasurer's report noted that Mr. Guy Tiffany has made a proposal regarding snow plowing. That has been approved by the Board. He will call a Board Member before commencing the snow plowing on the sidewalks.

Mr. Donatelli reported on pending collections.

Also, that we have paid Moran who has reported that homeowners are dumping branches and tree debris along Mill Pond.

Mr. Donatelli reported on October receipts and disbursements.

Under the category of old business, the budget was presented. There was significant discussion among the Board Members regarding the budget. There was a motion made, and seconded, to increase the monthly assessment by \$1.00. A vote was taken:

Ms. Jankowski: Yes

Mr. Downey: No

Mr. Ancona: No

Mr. Graff: No

Mr. Collier: No

The Motion was defeated 4-1.

A second Motion was made by Mr. Ancona and seconded that the assessment be increased by \$1.00 and that there be appropriate fees be paid for pool membership as has existed in the past. On that Motion, with regard to the budget, a vote was taken:

Mr. Downey: Yes

Mr. Ancona: Yes

Mr. Graff: No

Ms. Jankowski: No

Mr. Collier: No

The Motion was defeated 3-2.

A Motion was made by Mr. Graff and seconded by Mr. Collier to increase the assessment \$2.00 per month and to continue the status that all members of the Association, that are current in their dues, have full use of the pool and other facilities. A vote was taken:

Mr. Downey: No

Mr. Ancona: No

Mr. Graff: Yes

Ms. Jankowski: Yes

Mr. Collier: Yes

The Motion was passed 3-2.

The meeting was adjourned at 9:15 p.m.

# **NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING**

**December 5, 2005**

*The regular monthly meeting of the NCCA Board of Directors was held on Monday, December 5, 2005 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, Bruce Collier, Stuart Graff, Joanne Urquhart, and Bob Donatelli.*

## **General Business**

The minutes were approved as submitted. Thanks go out to Jim Downey's secretary for completing the November minutes in the absence of Joanne Urquhart (due to a death in the family).

Joanne submitted for review a draft of the information bulletin that will be sent to residents regarding the assessment increase in January. Correspondence received was reviewed. A letter of complaint was received regarding tree roots that are cutting into a resident's driveway. The Board will look into this issue.

Bob reported that on November 22 a one-year CD in the amount of \$15,107 renewed at 2.7%.

Bob reported the status of delinquent accounts. Hearing was scheduled for a resident living on Commonwealth who paid \$391 on November 18 but still owes \$207.40 for filing fees and court costs. Hearing for another resident on Commonwealth Drive was postponed until January 5. This resident owes \$506.40. On November 17, judgment was entered against a resident on Delaware Court, in the amount of \$531.50. As of November 30 no payments had been made on this account. We had a judgment against a resident on Chesapeake, who paid \$600 on October 7, but still owes \$129.50.

Bob distributed the Profit and Loss Statement for November 2005 and the P&L YTD Comparison for January 1 to November 30, 2005. Receipts for the month of November totaled \$8,068 and expenses totaled \$10,453. YTD income as of November 30 totaled \$153,508 and expenses totaled \$144,035.

## **Maintenance**

The Board thanked Stuart for personally paying to have Jim's Tree trim back a common ground tree hanging over a parking pad in addition to his personal work.

A small tree is down on Mill Pond between Hidden Valley and Chestnut. Moran will be called to remove this.

## **Manor House**

Bonnie reported that there were two paid rentals in December and one neighborhood party was scheduled for December.

George Hepp has completed all electrical repairs regarding the emergency lights and other outside lights.

The Fire Marshall will re-inspect the property on December 5 and Lecks Exterminator is schedule to treat on December 5.

Bob reported that we paid for the roof repairs and was told that the Manor House roof does not leak anymore.

Pete reported that when he was talking to the Carriage House tenant the oil burner was on and there was a very loud screeching noise when the motor is on. Pete told the tenant to call the rental agent, since we should get this repaired before it results in a major problem.

## **Architectural Control**

Resident at 103 Chesapeake submitted application to change the existing dining room window to a bay window and to move the central air conditioning unit off the deck to the corner of the same side of the house with landscaping that would screen it from view. The Board would not approve the bay window since this would alter the original appearance. The moving of the air conditioner was approved.

Resident at 48 Chestnut Drive submitted application to replace roof. Application was approved with stipulation to match existing color.

## **Old Business**

The rest of the PECO restoration work should be done by the end of December. Stuart suggested that after the clean-up is completed we request that they hydroseed so that the grass comes up much quicker.

The Township meeting regarding the development behind the woods was scheduled for December 5. Barbara was scheduled to attend that meeting. It was expected that the project would be rejected and then most likely the developer would appeal.

## **New Business**

With no further business, the meeting was adjourned at 8:05 p.m. Since the first Monday of January falls on January 2, which is the observed holiday for New Years, it was suggested the meeting be scheduled for the following week. Therefore, next meeting will be held on Monday, January 9, starting at 7:30 p.m. in the Spring House.