

**MINUTES OF THE MONTHLY
NEWTOWN CROSSING
COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETINGS
2019**

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NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

January 8, 2019

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, January 8, 2019. The meeting was called to order at 7:30 p.m. by the president, James Downey, with the following Board members and officers present: Fred Dichter, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also, in attendance was Fred Ehmann.

The minutes of the December meeting were approved as submitted .

Mr.Donatelli reported on the status of delinquent accounts .

Four lawsuits are scheduled for hearings on January 16: Kaschak/Abramson, 140 E .Hanover Street, owe \$1,126 .75 – Couple are divorced but Abramson still lives there .Kimberly Johnson, 240 E .Hanover, owes \$1,106 .75 – also divorced, house is in her name and has been foreclosed upon .Ms .Johnson had sent in one payment .Mr.Downey suggested entering a judgement on both of the these accounts and if they want to pay over time, then allow them to do that .There is a cost to lien a property.

Stephanie Roach, 69 Hickory Lane, owes \$1,594 .75 – Mr.Downey has not heard from her .

Howard and Patricia Cohen, 44 Cherry Lane, owe \$1,394 .75 – they have been in arrears for 13 years .We previously sued them for \$1,268 .Mr.Cohen had been paying \$100 a month to pay off the judgment, but has never paid off the new assessments .

The first two accounts have put in a defense but the second two accounts have not .

Mr.Donatelli distributed and reviewed the October 2018 P&L Statement, the November 2018 P&L Statement, and the January 1 to November 30, 2018 P&L YTD Comparison Statement .Total income for October 2018 was \$35,596 and total expenses were \$11,263 for a positive cash flow of \$24,333 for the month .November 2018 totaled \$14,330 and expenses totaled \$18,511 for a net loss of \$4,181 for the month . Total income YTD as of November 30, 2018 was \$234,000 and operating expenses totaled \$171,093 .Other reserve expenses totaled \$9,375, resulting in a positive cash flow of \$53,532 as of November 30, 2018 .

Mr.Donatelli reported that we ended the year 2018 with \$78,347 in the checking account .Of that amount \$63,536 is restricted for reserve accounts, which leaves approximately \$15,000 in unrestricted monies as of the end of the year.Mr.Donatelli stressed that there is no leeway for expenses that have not been included in the 2019 budget .

Two bills were received from Harris & Harris .One bill was for work done in October and one for work done in November.The October bill totaled \$942 .50 and 1/3 of that for NCCA's portion would be \$314 .17 .The November bill totaled \$357 .50 and 1/3 of that for NCCA's portion would be \$119 .16, for a total of \$433 .34 . Mr.Ruzicka made a motion to pay NCCA's portion of the Harris & Harris bill in the amount of \$433 .34 .Mr. Dichter seconded the motion and the vote was called: Mr.Dichter, yes; Mr.Downey, yes; Mr.Ruzicka, yes .The motion carried unanimously.

The current status of Arcadia's third application is that the response was given to Arcadia's lawyer in an improper form .The decision that will be decided in court will be an issue of "substance" over "form".If the court finds that the decision was not properly transmitted, then Arcadia's application could be approved . It will depend on whether the local Court of Common Plea judge decides to find "substance over form" or "form over substance".Whatever the ruling, the other party will appeal and the case will go to the Commonwealth Court which would take another 12 to 16 months .

MAINTENANCE

Mr.Donatelli received a bill for field mowing in the amount of \$1,589 that was never billed in 2017 .The Board unanimously felt we needed to pay this despite the lateness of receiving this bill .

The lights were replaced outside the Manor House and the pool area .

Mr.Ruzicka indicated that there are four tree stumps that were left along Mill Pond between Westwood and East Hanover and at Cherry and Mill Pond He suggested that we have those four stumps ground down, let them settle and in the spring plant grass .He felt we could do this for work for less than \$600 .Mr.Donatelli suggested waiting until fall to see what kind of money is left in the budget .However, it was felt that if we do it now the chips would have time to sink by spring and we would be able to seed the areas in the spring .

POOL

Our pool managing contractor, Bennington, was negligent in closing the pool .Due to this, additional and unnecessary electricity usage increased our electric bill in the amount of about \$950 .We were supposed to receive a credit from Bennington for that amount but since we did not, Mr.Donatelli will deduct \$950 from next year's bill .

MANOR HOUSE

We received a Fire Inspection notice from the Newtown Emergency Services Department for information update .This will be forwarded to Mrs .Dettra for completion .

PUBLICITY

The latest newsletter was sent out .

With no further business, the meeting adjourned at 8:17 p.m .The next meeting will be held on February 5, starting at 7:30 p.m .in the Spring House .

Respectfully submitted,

Joanne D .Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

February 5, 2019

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, February 5, 2019. The meeting was called to order at 7:35 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Marie Dempsey, Fred Dichter, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmman.

One correction was noted on the January minutes—the first line on the top of the second page should read “court finds that the decision was not property transmitted ...” The minutes of the January meeting were approved as corrected .

Mr. Donatelli distributed and reviewed the December 2018 P&L Statement, the January 1 to December 31, 2018 P&L YTD Comparison Statement, the Balance Sheet as of December 31, 2018 and the 2018 Performance vs .Budget Total income for December 2018 was \$13,880 and total expenses were \$35,014 . Total income YTD as of December 31, 2018 was \$247,880 and operating expenses totaled \$206,107 .Total expenses including operating expenses, reserve account expenses, and capital improvements totaled \$250,002, which resulted in a negative cash flow for the year of \$2,122 .Assets and Liabilities/Equity as of December 31, 2018 totaled \$361,596 .

We received \$2,126 in past due assessments as a result of judgements filed .

Price of oil was discussed and Mr. Ruzicka indicated that one of his neighbors is currently paying about \$1 a gallon less than the price that we are currently paying .Mr. Donatelli indicated that many of the companies that offer cheaper prices also want payment upon delivery. We could not do that since the check would need to be issued in advance and we would have no way of knowing what the amount of the delivery would be in advance .It was suggested that we could contract for a specified number of gallons for each delivery. Given the cost difference, it is worthwhile checking into other oil delivery companies .

Correspondence received and sent was reviewed .Mrs .Dempsey received an email from a resident regarding regulations concerning trash cans .Mrs .Dempsey checked the By-Laws and there is nothing in our By-Laws about residents leaving out trash cans .

MAINTENANCE

One estimate had been obtained to replace and repair the tennis courts .One court was deemed as salvageable and the cost to repair that one court was approximately \$25,000 .The other two courts were not deemed as salvageable and the cost to completely demolish and replace one of the courts was \$88,000 .The cost to break up, remove, dispose of the debris, add topsoil and seed the area, would be about \$18,000 per court .Other cost estimates will be obtained before any decision is made as to the disposition of the courts . This project will not be started until funding is established .

With all of the rain we have been having, Mr. Ancona expressed concern about the condition of the detention basin and asked Jon Moran to meet him at the basin to determine what work might be needed . Moran had cleaned out a lot of the debris in the fall but could not clean everything do to the softness of the ground .He indicated that he could finish cleaning and could clear out around the catch basin for \$437 50 . Mr. Ancona made a motion that we appropriate \$437 50 to Moran’s Landscaping to clean out the brush and sticks, move downed tree limbs and cut the tree to prevent washing into the basin .Mr. Dichter seconded the motion and the vote was called: Mr. Ancona, yes; Mrs .Dempsey, yes; Mr. Dichter, yes; Mr. Downey, yes; and Mr .Ruzicka, yes .The motion carried unanimously. Mr. Ancona feels we should stay on top of maintaining the detention basin .Mr. Ancona will ask Moran to give us a price for field mowing of the detention basin when he is in a position to be able to handle that additional work .

POOL

The electrical certificate has to be renewed every three years and the current certificate expires in early March .The certificate needs to be on file with the County before the pool opens .Mr.Dichter will call to have the inspection performed .

MANOR HOUSE

One Manor House rental was scheduled for January and one rental is scheduled for February.

The fire extinguishers were checked and repaired in January and the annual fire inspection was conducted in the beginning of February.The inspection went well with no violations noted .

Mrs .Dettra has been keeping the heat set at the Manor House at 55-60 degrees to avoid having the pipes freeze during the extremely low temperatures .

Trail Electric needed some paperwork from us to complete the rebate form from PECO for the recent installation .There will be a credit for the six lights installed .The exact amount of the credit is not known at this time but it may be \$30 to \$40 per fixture .The new bulbs installed should last about 20 years .

ARCHITECTURAL CONTROL

Resident at 16 Princess Lane submitted application to install new windows .Application was approved; however, Mr.Ruzicka will verify that windows will be replaced with double hung windows .

OLD BUSINESS

The lawyer for Arcadia has filed a petition to get deemed approval because he is stating that he did not receive the decision in the proper form in a timely fashion .The Township is disputing that argument .

With no further business, the meeting adjourned at 8:48 p.m .The next meeting will be held on Tuesday, March 5, starting at 7:30 p.m .in the Spring House .

Respectfully submitted,

Joanne D .Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

March 5, 2019

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, March 5, 2019. The meeting was called to order at 7:35 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Fred Dichter, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance was Andrew Yakimiv.

The minutes of the February meeting were approved as submitted .

Mr.Donatelli distributed and reviewed the January 2019 P&L Statement .Income for the month totaled \$40,423 and operating expenses totaled \$3,934 .After adding the loan payment of \$1,292, the total expenses were \$5,226, resulting in a positive cash flow of \$35,197 for the month .

Delinquent accounts were discussed: A lien will be placed on the Cohen property; judgement will be filed on the Roach and Johnson property.

MAINTENANCE

Mr.Ruzicka contacted our insurance company regarding a claim for the tree that fell on the basketball court and damaged the fencing at the courts .The tree has been removing and County Line Fencing will be coming out to repair the fencing .The basketball court sub-base seems to have withstood time better than the other three tennis courts, so another possibility, in determining what to do with the courts, might be to convert the basketball court to a tennis court and just keep one court .

A resident of Newtown Crossing parked his car at the playground lot during one of the storms and a large branch from the trees bordering the lot fell on his car.Some of the trees are in really bad shape and we should have someone look at them .

There is also a car that has been parked in the playground lot that has an expired inspection sticker and looks like an “abandoned” vehicle .We will send a letter to the owner advising them that if the vehicle is not removed it will be reported to the police as an abandoned vehicle for towing .

POOL

Mr.Dichter and Mike Dempsey reviewed repairs needed at the pool to get the electrical inspection done . New conduits are needed for the electrical boxes on the ground and Trail Electric will send someone out to fix them .The metal cups that the ladders go into are exposed and these will need to be replaced .Mr.Dichter thought this would be an easy fix but these are actually set in concrete .

The pool cover is definitely not salvageable and has been budgeted for replacement by the end of the season .

SOCIAL

Vera Bochnowicz and Katie Dettra will be chairing the Easter Egg Hunt and have requested \$300 for candy, small toys, etc .for this event .Mr.Ancona made a motion to approve an expenditure of \$300 for the Easter Egg Hunt .Mr.Ruzicka seconded the motion and the vote was called: Mr.Ancona, yes; Mr.Dichter, yes; Mr. Downey, yes; and Mr.Ruzicka, yes .Motion unanimously approved .

MANOR HOUSE

Mr.Ruzicka contacted Kenderdine and indicated that NCCA has been a long-time customer and raised complaint that, although we have been happy with the service, our oil prices went up 56% last year .

Kenderdine offered to back date a lock-in contract to January 1 and will give us credit of everything from January 1 and will give a price of \$2.79 per gallon .

Pete did some repair work at the Manor House, since there were big gaps in the basement area where cold air was pouring into the basement .Mr .Ancona incurred expenses of \$54 for these repairs .

Two Manor House rentals are scheduled for March and five rentals/events are scheduled at the Manor House for April .No repairs are currently scheduled .

ARCHITECTURAL CONTROL

A resident who lives on Chesapeake Drive attended the meeting to present questions regarding what changes are permissible to his property and asked for recommendations for certain changes .The Board provided guidance in accordance with what would be approved by the Architectural Control Committee and the Township.

Resident at 31 Princess Lane submitted application to replace roof.Application approved as submitted .

Resident at 181 Commonwealth Drive submitted application to replace existing fence with new tongue and groove style in red cedar.This application was approved during the month .

Resident who is currently replacing her roof, requested permission to remove trees in the common breezeway that are overhanging her current roof.These trees were not planted by the community association and we would not bear the expense to remove them; however, the resident was given permission to remove them at her expense .

PUBLICITY

Mr .Downey and Mr .Ruzicka confirmed that they will both be running for election and their names will be included on the Election Ballot .

OLD BUSINESS

Discussion followed regarding the Arcadia Development .The Board felt that we should not spend any additional money for legal fees at this point .Most individuals consulted felt that the recent decision by the Township Supervisors will be upheld .

With no further business, the meeting adjourned at 9:17 p.m .The Annual Meeting will be held on April 2, starting at 7:30 p.m .at the Spring House, with the regular meeting following immediately thereafter .

Respectfully submitted,

Joanne D .Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

April 2, 2019

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, April 2, 2019. The meeting was called to order at 7:37 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Marie Dempsey, Fred Dichter, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance were Fred Ehmann, Jason Hart and Rich Mears.

One correction as made to the March 5, 2019 minutes—the second sentence under Maintenance should read: “The tree has been removed ...”The minutes were approved as corrected .

Mr.Donatelli distributed and reviewed the February 2019 P&L Statement and the January 1 to February 28, 2019 YTD Comparison .Income for the month of February totaled \$14,341 and operating expenses totaled \$11, 339 .YTD income as of February 28, 2019 totaled \$54,764 and YTD expenses totaled \$15,273 .After adding the loan payment of \$2,622, the total expenses were 17,895, resulting in a positive cash flow of \$36,869 as of February 28, 2019 .

MAINTENANCE

Resident who lives on King Charles attended the meeting to question whether he needed approval to remove a tree on his property.Homeowners do not need approval to remove trees on their own property.

Jason Hart, 35 Canterbury Court, attended the meeting to discuss the issue of trees being killed by ash borers .His property backs up to the wooded area and indicated that a number of large ash trees have been infected and died .Mr.Ruzicka explained that several years ago we did treat the ash trees that were identified as being infected and a number of trees were not treated because they were beyond the point of being saved .Mr.Hart indicated there are a number of trees infected throughout the wooded area, but the ones he is most concerned about are the ones directly behind his house .He indicated that his father is involved in the Neshaminy Creek Watershed Association and they are basically reforesting the forest .Mr.Hart indicated he was interested in replanting some of the trees in our area .Mr.Ruzicka said he would stop in and look at the trees behind Mr.Hart’s property.Mr.Hart further said he could like to clear out some of the smaller dead trees and replant with beech trees or river birch and would be interested in being involved with this project throughout the community.Mr.Ruzicka will be in touch with Mr.Hart .

Mrs .Dempsey received a complaint regarding broken hanging branches near Mill Pond and Cherry which appear hazardous .Mrs .Dempsey will verify whether the tree is on common ground or private property.

POOL/RECREATION

Mr.Dichter thanked Mr.Ancona for his help during the pool inspection process .Two broken conduits were found and Trail Electric fixed both for a cost of \$303 .Aqua Pools came out and wanted to see the pump house and also indicated that the ladder cups are broken .An electrical inspection cannot be done unless this work is done .Work at the pool was originally estimated at \$1,900, but will now be an additional \$1,200 for a total of \$3,100 .Mr.Ruzicka made a motion to approve an expenditure of \$3,100 for repair work at the pool . Mrs .Dempsey seconded the motion and the vote was called: Mr .Ancona, yes; Mrs .Dempsey, yes; Mr .Dichter, yes; Mr .Downey, yes; and Mr .Ruzicka, yes .Motion was approved .

Mr.Ancona suggested doing a diagnostic testing to assess if any future additional work needs to be done at the pool .

Mr.Downey issued a reminder that we need an insurance certificate from the swim team .

We will need a new pool cover for next year and Mr.Dichter indicated that prices go up on May 15 .The current cost is \$10,000, so we will need a check for \$5,000 to order the cover.Mr.Ruzicka made a motion to approve a payment to Aqua Pools in the amount of \$5,000 for the down payment for the pool cover.The motion was seconded and the voted was called: Mr .Ancona, yes; Mrs .Dempsey, yes; Mr.Dichter, yes; Mr .Downey, yes; and Mr.Ruzicka, yes .

Although no decision has been made, preliminary discussion and one bid has been obtained regarding the resurfacing and/or disposition of the tennis courts .Rich Mears, 23 King Charles, attended the meeting to make a proposal for resurfacing the court for use as a futsal court .This sport is apparently gaining popularity in the area and the courts could possibly even be rented out to leagues in the area to defer some of the cost involved in the surfacing the courts .This proposal included multi-use of the courts to also include removable posts and nets to accommodate tennis, pickle ball, futsal, lacrosse, basketball, hockey.He also suggested a dome which would make the courts usable year round .There will be a lot of questions if we do go the route of renting—who will handle the rentals, liability, the impact to the community of outside people using the courts, parking issues, the lifespan of the courts, will township permits be needed if it is rented out .The Board was open to further discussion of this proposal and, since the resident had a vested interest in this, the Board requested that the resident obtain some preliminary cost figures .This project will be in the future, since funds will have to be budgeted and accumulated for the payment of this major expense .

Someone reported a small sinkhole at the playground and Moran was contacted regarding this .

A small bus has been parked at the playground and Mr.Dichter will talk to the owner about moving it .

SOCIAL

An Easter Egg Hunt has been scheduled for April 6 .

MANOR HOUSE

We received an inspection notice from The Newtown Emergency Services Department noting that the smoke detectors in the Spring House have been repaired .

Mrs .Dettra's report included that there are three paid rentals for the month of April, plus two NCCA-sponsored events .She also agreed with Mr.Ancona that the Manor House furniture definitely needs to be replaced .The couches and chairs are extremely worn and uncomfortable .

Brief discussion followed regarding purchasing new furniture for the Manor House .There are some pieces that should just be discarded since they are in such bad shape .It was suggested that we could possibly find some good used furniture at a decent price .

ARCHITECTURAL CONTROL

Resident at 181 Commonwealth submitted an application to replace existing fence with new tongue and grove style in red cedar.This application was application via email during the month .

PUBLICITY

The newsletter was posted and mailed .The pool application will be posted on the website and there were no changes to the application .

OLD BUSINESS

Mrs .Dempsey is putting together a list of sidewalk repairs and asked if anyone had additional areas to be added .There are still a number of sidewalk repairs that were deferred from last year .

The entrance sign brickwork will be power washed before the signs are done .

With no further business, the meeting adjourned at 9:10 p.m .The next meeting will be held on May 7, starting at 7:30 p.m .at the Spring House .

Respectfully submitted,

Joanne D .Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

May 7, 2019

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, May 7, 2019. The meeting was called to order at 7:38 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona (late), Marie Dempsey, Fred Dichter, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance were: Bruce Collier, Fred Ehmman, Alan Kravitz, Jordan and Amanda Moyer, and Scott Sysler.

The minutes were approved as submitted .

MEMBER PARTICIPATION

Mr.Kravitz, of 111 Commonwealth, attended the meeting regarding a drainage problem on his property coming from common ground .Last year Moran installed a drainage ditch to alleviate the water problem .At about the same time, the owners who live in the property above the common ground did preventative work by adding a French drain and a knee wall on their property.The ditch served a purpose prior to the other work being done, but now the resident does not feel the ditch is currently necessary.The ditch is relatively deep and kids are now playing in it, which the resident sees as a liability issue .The resident also questioned who is responsible for maintaining the common ground hill behind his house .Mr.Kravitz previously had been maintaining the hill but is currently unable to do so since the ditch makes the hill inaccessible to him . The ditch is deeper than what the Board had originally expected it to be; however, it did serve the purpose of capturing water.The resident is now requesting that the ditch be filled in and that the weeds be maintained and grass be planted on the hill .Mr.Dichter offered to talk to Moran regarding this area .The Board was concerned about completely filling in the ditch, since if it is completely filled in, flooding may gain result if there are very heavy rains .It was suggested that instead of completely filling it in, a 6" to 8" ditch be left to allow for water overflow if heavy rains do occur .

Mr.Sysler, of 2 South Lancaster Lane, attended the meeting to raise concerns about the W.Hanover and 232 entrance into the development .When drivers are coming from Richboro and making a left-hand turn into the park, cars go around them in the turn-off lane onto W.Hanover which creates safety issues for drivers turning out of our development .The resident questioned whether there was anything the Association could do to have "cones" installed designating the turn-off lane from the through traffic on 232 .Route 232 is a state road and any changes would have to go through PennDOT .

Mr.Sysler also expressed interest to the Board about advertising his business for electric savings .While the Board had allowed one seminar at the Spring House several years ago for a similar service, the seminar was not well attended, and, at this time, the Board felt we should not be promoting personal businesses .

A resident living on Westwood Court attended the meeting to raise a complaint about tall grass on one of the properties on his street .The Board advised that tall grass falls under the jurisdiction of the Township and residents should be contact the Township when grass becomes taller than 12" on neighboring properties .

Correspondence received and sent was reviewed .We received a notice from Field Services for mowing the detention basin two times a year at \$1,633 .90 per cut and to hydro-axe the little detention basin two times a year at \$325 .50 per cut .

TREASURER'S REPORT

Mr.Donatelli distributed and reviewed the March 2019 P&L Statement, the January 1 to March 31, 2019 YTD Comparison and the March 31, 2019 Balance Sheet .Income for the month of March totaled \$6,047 and operating expenses totaled \$7,519 .YTD income as of March 31, 2019 totaled \$60,811 and YTD expenses totaled \$22,792 .After adding the loan payment of \$3,968, the total cash outlay was 26,760, resulting in

a positive cash flow of \$34,051 as of March 31, 2019 .Assets and Liabilities & Equity as of March 31, 2019 totaled \$393,856 .

MAINTENANCE

Mr.Ruzicka contacted County Line Fence regarding the repair of the basketball court fence .When County Line originally came out to assess the damage, they indicated that the repairs would be done within 10 days to 2 weeks after they received the deposit and the contract .They have now had the contract for two weeks and now stated that the work will not be done for six weeks .Mr.Ruzicka felt their timeframe for repair was misrepresented to us and we should keep this in mind if we ever want to consider using them for future work .

Last month a resident who lives on Canterbury Court attended the meeting to advise that there are a lot of dead or dying trees on the common ground behind his property, which backs up to the wooded area .Mr. Ruzicka looked at the area and there are a lot of dead trees behind the resident's property.There are at least two dead trees that would fall directly onto his property during a bad storm scenario.Mr.Ruzicka felt those two trees should be taken out .There are also a lot of dead trees in the woods .It was mentioned that there are some companies that might be willing to take the dead trees down free of charge in return for keeping the wood .This is something that is worth exploring .Mr.Ancona indicated that he knows someone from a timber mill who might want the wood .Mr.Ruzicka offered to get a quote on removing the dead trees .

Mr.Ruzicka also noted that there is a clump of bamboo in the middle of the woods and we should seriously consider removing that .

Mr.Ancona bought the wood for the three trash receptacles, and the one receptacle by the basketball court has been repaired .

We are still checking on sidewalk repairs that are needed throughout the community.We do not want to do some of the areas until the Township does the street repaving .There are currently about 25-30 blocks that still need repair .

POOL/RECREATION

The pool committee is trying to get bids to replace the drain covers .The pool cover has come in, and the pool is ready to open .Mr.Dichter reported that kids threw beer bottles into the pool area and broken glass was found on the apron of the pool .

Divers will need to go into the pool in order to do the covers for the big pool .

Moran put stone around the conduits at the pool to deter mowing damage during cuttings . Mr.

Ancona was thanked for replacing one of the flow valves in the ladies bathroom at the pool .

SOCIAL

Katie Dettra and Vera Bochnowicz were thanked for a great job in organizing the Easter Egg Hunt .There was a great turnout and the event was enjoyed by all .

MANOR HOUSE

Mrs .Dettra reported that the Spring House will be used for lifeguard classes for three sessions and there is one Spring House rental scheduled for May and one Manor House rental in June .

Pete and Kathy Ancona were thanked for removing the old chairs in the far room of the Manor House .The furniture was very worn .A suggestion for replacing the furniture in the Manor House was to purchase folding chairs, which may afford more seating than actual living room furniture .Mrs .Dettra suggested using

the Spring House folding chairs until a decision is made .Mr .Ruzicka suggested checking out good second-hand stores for used furniture in good condition .

Mr.Donatelli reported that the air conditioner at the Spring House is not working .It was suggested that Mrs . Dettra contact Kenderdine to look at it .

ARCHITECTURAL CONTROL

Resident at 22 York Street submitted application to replace roof.This application was approved during the month .

Resident at 120 Chesapeake submitted application to upgrade deck to pavers and extend .This application was approved assuming there is not an issue with imperious surface .

With no further business, the meeting adjourned at 8:56 p.m .The annual meeting will be reconvened on June 4 at 7:30 at the Spring House with the regular monthly meeting following immediately thereafter .

Respectfully submitted,

Joanne D .Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION

BOARD OF DIRECTORS MEETING

June 4, 2019

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, June 4, 2019, immediately following the reconvened Annual Meeting. The meeting was called to order at 7:38 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Marie Dempsey, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance were: Bruce Collier, Fred and Barbara Ehmann, Greg Garber, Mike Mancini, Ken McIlwaine, and Andrew Yakimiv.

The minutes were approved with one correction: in the second paragraph under Member Participation, Route "232" should read "332" in all three places .

MEMBER PARTICIPATION

A new resident who lives at 40 Union Street inquired about replacing a fence and patio. Mr. Ancona explained the process for seeking approval for making replacements or changes to townhomes . Impervious surface considerations have to be taken into account if enlarging patios and the township needs to approve fencing, patios and certain other changes . An Architectural Control form needs to be submitted to and approved by the Association and that form needs to be included with the Township submission .

Another abandoned vehicle was reported next to 132 Canterbury on the two-car parking pad . The vehicle is a silver Ford Ranger pick-up truck . The inspection sticker expired in October .

It was reported that there is a dead tree on the common ground in the breezeway next to 206 Commonwealth . Mr. Ruzicka will check this out .

Correspondence received and sent was reviewed . We received information relative to a sidewalk "fall-down" insurance claim submitted to our insurance company .

TREASURER'S REPORT

Prior to the meeting, Mr. Donatelli emailed the preliminary auditor's Financial Statements as of December 31, 2018 for Newtown Crossing Community Association . One correction on the opinion letter was immediately pointed out by Mr. Downey—in the first sentence, "County Downs Owners Association" needs to be replaced with "Newtown Crossing Community Association" and one typo was noted on page 12 in the second sentence of the third paragraph—"although mot" should read "although not" . Mr. Donatelli reviewed the preliminary report . The auditor would now like the Board to vote on the tax return .

Mr. Ancona made a motion to accept the tax return and to accept the audit report with the two corrections noted above . Mr. Ruzicka seconded the motion and the vote was called: Mr. Ancona, yes; Mrs . Dempsey, yes; Mr. Downey, yes; and Mr. Ruzicka, yes . The motion was unanimously approved .

Mr. Donatelli distributed and reviewed the April 2019 P&L Statement and the January 1 to April 30, 2019 YTD Comparison Statement . Income for the month of April totaled \$24,028 and operating expenses totaled \$18,538 . YTD income as of April 30, 2019 totaled \$84,839 and YTD expenses totaled \$41,330 . After adding the loan payment of \$5,303, the total cash outlay was \$46,633, resulting in a positive cash flow of \$38,206 as of April 30, 2019 .

MAINTENANCE

Mr. Ancona received a call from Jon Moran and he indicated that the basin had accumulated a lot of water which was almost up to the berm . Moran did clean as much as he could around the drain and will come back to clean out the rest when the ground can withstand the weight of his equipment .

Mrs .Dempsey indicated that there are a few tree branches that are overhanding the sidewalk along Mill Pond .Mr .Ancona offered to check out the overhang along Mill Pond and look at trimming the low branches .

Mrs .Dempsey and Mr .Ancona will be verifying what sidewalk blocks need to be replaced .Mrs .Dempsey is anticipating no more than 40 blocks .If there are less than 40 that are in dire need, then perhaps a few cracked blocks can be added to the list .

POOL/RECREATION

The swim team submitted the insurance certificate .

One house on Hidden Valley which is not part of NCCA has been purchasing a pool membership for \$360 in past years .This year that resident indicated that they would be away for two months of the summer and inquired as to whether they could purchase a \$60 guest pass for the month .One of the Board members approved this scenario, which was questioned by our treasurer at the time of the receipt of the money.The Board discussed this issue and felt that, while they would allow it this year, the individual Board member should have discussed this with the other Board members prior to accepting this arrangement and would probably not approve the same arrangement in future years .

\$900 was to have been taken off of the pool management company's bill because of an issue last year, but when the bill was received, that amount had not been taken off, so Mr .Donatelli deducted \$900 when he paid the first bill .One concern Mrs .Dempsey has had regarding our current pool management company has been the delay in getting quotes and following through on certain issues .The pool looks good and things have been running well otherwise .

MANOR HOUSE

Three rentals are scheduled for June and one is currently scheduled for July.The Spring House air conditioner was repaired by Kenderdine on May 30 .

ARCHITECTURAL CONTROL

Resident at 220 East Hanover submitted application for new siding, roof, and windows .After answering questions by the resident regarding various materials and options, the application was approved as submitted .The resident was informed that he should check with the Township regarding certain issues .

Resident at 191 Commonwealth submitted application to replace shed in backyard .Application approved as submitted .

Resident at 40 Union submitted application to replace fencing, landscaping and driveway.Application approved as submitted .

Resident at 126 submitted application to replace roof.Application approved as submitted .

Two applications were approved during the month via email .Resident at 320 Union submitted application to replace roof and resident at 108 Chestnut Drive submitted application to also replace roof.Both applications were approved as submitted .

PUBLICITY

Notice will be sent to residents asking for individuals who would be interesting in participating on the tennis court renovation committee .Mrs .Urquhart has offered to organize that committee .

NEW BUSINESS

Resident Greg Garber wanted to alert the Board that the County has “screwed up” many of the townhouses’ square footage records .This may have happened back in 2014 when the records went from paper to computer.He indicated that his townhome went from 1,790 square feet to 1,000 square feet and current records indicate he has a 700 square foot basement .He was concerned because for insurance purposes, damage would be paid on only 1,000 square feet instead of the square footage of the actual house .Footage appears correct on the 2014 records .Residents should be aware of possible discrepancies .

With no further business, the meeting adjourned at 9:00 p.m .The annual meeting will be reconvened again on July 2 at 7:30 at the Spring House with the regular monthly meeting following immediately thereafter .

Respectfully submitted,

Joanne D .Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

July 2, 2019

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, July 2, 2019, immediately following the reconvened Annual Meeting. The meeting was called to order at 7:44 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Marie Dempsey, Fred Dichter, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance was Bruce Collier.

The minutes were approved as submitted .

MEMBER PARTICIPATION

Resident in attendance reported that the previously reported abandoned vehicle is still there .

Mr . Collier reported that cars are still parking on the grass during swim team meets . A suggestion was made that temporary “no parking on grass” signs be posted, especially during swim meets . It was further suggested that the swim team purchase the signs since this is never an issue except during swim meets . Signs could be stored in the guard house .

It was reported that there is a tree overhanging the sidewalk at 21 Union Street .Letter will be written to the owner requesting the tree be trimmed .

It was reported that there are a number of sidewalk areas along Mill Pond on common ground with overhanging branches .Mr .Ancona has been trimming some of these areas and will further check this out .

The arborvitae behind the parking pad across from 208 Commonwealth Drive are getting very tall and there is other growth that needs to be cleaned out and trimmed .

Inquiry was made as to when Commonwealth will be repaved by the Township since that street is really in need of repair.The Township has been doing streets a little at a time and Mr .Ancona offered to check with public works to see when Commonwealth will be scheduled for repaving .

TREASURER’S REPORT

Mr.Donatelli distributed copies of the final audit report which included corrections noted at the last meeting .

Mr.Donatelli distributed and reviewed the May 2019 P&L Statement and the January 1 to May 31, 2019 YTD Comparison Statement .Income for the month of May totaled \$29,724 and operating expenses totaled \$14,310 .YTD income as of May 31, 2019 totaled \$114,750 and YTD operating expenses totaled \$55,641 . After adding the loan payment of \$6,628 and a \$5,000 deposit on the pool cover, the total cash outlay was \$67,269, resulting in a positive cash flow of \$47,481 as of May 31, 2019 .

Mr.Donatelli submitted the list of final notices that were sent to the following individuals:

Michael Gallagher	259 High Street	\$ 475 .00
Janine Needham	13 Willow Court	475 .00
Collin Carlone & Morgan Mendoza	18 Bucks Meadow Lane	565 .00
Laird & Suzanne Bevitz	4 Brentwood Court	470 .00
Glenn Teschner	11 Westwood Court	590 .00
Kathi Haston	7 Westwood Court	565 .00

Steven & Rozann Evers 2 Ash Lane 470 .00
Thomas Guiniven & Laurie McBrinn 216 W.Hanover Street 475 .00
Mary McSorley 14 N .Lancaster Lane 599 .00
Gerald Lynch 314 W.Hanover Street 540 .00
Howard & Patricia Cohen 55 Cherry Lane 1,484 .75
Charles & Angela DeSimone 84 Cherry Lane 475 .00
Ronald & Kelle Johnson 68 Cherry Lane 665 .00
Kimberly Johnson 240 E.Hanover Street 1,046 .75
Scott & Diane Longmore 126 Commonwealth Drive 755 .00
Sharon Loucks 190 Commonwealth Drive 475 .00
Colin & Catherine McBride 130 Union Street 470 .00
Maureen Mason 24 Chesapeake Drive 755 .00
Reynold St .Fleur 107 Chesapeake Drive 570 .00
Kimberly L .McClay 88 Chestnut Drive 755 .00
Kenneth Johnson 84 Chestnut Drive 755 .00
Stephen & Karen Gana 13 King Charles Lane 494 .00
Dustin & Christina Davis 62 King Charles Lane 470 .00

Discussion followed regarding delinquent accounts and what can be done to alleviate the number of delinquent accounts .

Mrs .Dempsey brought up the issue of residents who are delinquent in assessments who want to join the pool .Discussion followed regarding how to handle pool applications from people who are delinquent . Currently people come to the pool to register and Mrs .Dempsey has been verifying assessments after individuals have registered .If individuals are delinquent, then she has to notify them after they have registered that they cannot use the pool .She did not feel that it was appropriate for the lifeguards to have access to the assessment records and be monitoring those records for every person who signs up for the pool .She also felt that, prior to the pool season, letters should be sent to residents who are in arrear advising them that they are not eligible for pool membership until their assessments are current .After further discussion, Mrs .Dempsey made a motion that on or about March 1 a letter be sent to all residents that starting with the 2020 pool season if by May 1 you are not current in your assessment you will not be admitted to the pool .Even if you show up at the pool with your back assessments, you will not be admitted . Registration will need to be done in advance by mail and approved prior to the first visit when pool tags are obtained .

It was suggested that the chronic offenders be turned over to a collection agency, even though the collection agency would take a portion of the payment, a partial payment on accounts that have been delinquent for years would be better than getting nothing .

The receipts for the Easter Egg hunt were misplaced and never turned in by the individual organizing the event .Without receipts, Mr .Donatelli is unable to process this as an expense and asked for a motion to write off this expense .Mr .Dichter made a motion to write-off \$275 .72 from petty cash which was spent for

the Easter Egg Hunt .Mrs .Dempsey seconded the motion and the vote was called: Mr .Ancona, yes; Mrs . Dempsey, yes; Mr .Dichter, yes; Mr .Downey, yes; and Mr .Ruzicka, yes .The motion carried unanimously.

MAINTENANCE

Mr .Ancona raised concern about the field mowing on the basin that was supposed to have been done at a cost of \$400 .It looks as though only one cutting pass was completed and nothing was cut on the slopes of the berm .Mr .Ancona tried calling the mowers but he has been unable to get through to them .His understanding was that the work was to include cutting from the top of the berm and down the slopes to the woods on one side and down to edge of the floor on the other side .If the basin is not properly maintained, it will soon be back to its previously poor condition .Mr .Donatelli provided several other phone contact numbers and Mr .Ancona will try contacting the field mowing service again .

Mrs .Dempsey is still working on compiling the sidewalk repair list .The sidewalks will not be done until after all of the Township road repair work is completed .

POOL/RECREATION

Mrs .Dempsey made a motion to approve an expenditure of \$546 for pool equipment .Mr .Dichter seconded the motion and the vote was called: Mrs .Dempsey, yes; Mr .Dichter, yes; Mr .Downey, yes; and Mr .Ruzicka, yes .(Mr .Ancona was excused out during this vote) .The motion was unanimously approved .

Due to an altercation between two residents that happened at the pool during the past month, Mrs . Dempsey would like to change the pool rules to reflect that if there are any physical or verbal altercations at the pool between residents, then all parties involved will lose their membership to the pool .This would apply to future seasons .It was pointed out that the lifeguards did the right thing in calling 911 during this incident, but they have to be thorough about taking names involving any incidents and understand that there should be a low tolerance for negative behavior at the pool .

RECREATION

Mrs .Urquhart reported that ten residents within the community have expressed interest in participating on the tennis court committee .The committee met in June to start to develop multiple suggestions for repair/ disposition of the tennis court area and will research cost estimates .During that meeting, the committee felt that at least one tennis court should be kept and will research other uses for the remaining area .The committee would like to see multiple uses for the area which would accommodate something for varying age groups within the community .One small short-term project that was suggested was an NCCA little library .Several members of the committee volunteered to start obtaining prices for major expenditures .Mr . Ancona suggested that the committee determine if there were any smaller projects that could be budgeted for 2020 .

MANOR HOUSE

One Manor House rental has been scheduled for July and one scheduled for August, as well as two lifeguard meetings scheduled in the Spring House .Mrs .Dettra is currently searching for chairs for the Manor House . Mr .Ruzicka has also been looking at some of the thrift stores for second hand furniture in good condition .

ARCHITECTURAL CONTROL

Resident at 208 Commonwealth Drive submitted application to install concrete 12'x16' rear patio .This was approved during the month via email .However, this resident was in attendance at the meeting and advised the Board that the Township would not approve his application .

With no further business, the meeting adjourned at 8:58 p.m .The next meeting will be held on Tuesday, August 6, starting at 7:30 p.m .in the Spring House .

Respectfully submitted,

Joanne D .Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

August 6, 2019

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, August 6, 2019, in the Spring House. The meeting was called to order at 7:34 p.m. by the president, James Downey, with the following Board members and officers present: Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance were Fred Ehmann, Bruce Collier, Scott and Jaime Sysler and Maddison McCurdy.

MEMBER PARTICIPATION

Several residents attended the meeting to raise concerns about the pool .Several residents raised complaints about the pool furniture, about the condition of the baby pool and raised complaints about the lifeguard and the pool management service .Comparisons were made to Liberty Square, which has lounge chairs, tables and umbrellas and to our umbrellas and chairs which were described as “unsafe” and “rusty”.They felt that our assessments should cover pool chairs/tables/lounges comparable to Liberty Square .However, it was noted that Liberty Square pays over \$200 a month in assessments while our assessments are only \$30 per month .People fail to realize that out of that \$30 per month, the yearly budget for pool expenses is \$43,300, which Mr.Donatelli noted was currently over budget for the year, and our largest budgeted expense is \$78,200 for common ground maintenance .

Several residents in attendance indicated that there are people in the community who would donate funds to purchase chairs, lounge chairs and tables for the pool area .Mrs .McCurdy offered to investigate fundraisers for this purpose and all funds would be specifically earmarked for the pool .

Complaint was also raised regarding a property on West Hanover that is littered with junk and debris . Discussion followed regarding this property and the Board responded that the Association has written numerous letters to the Township and the Board of Health regarding this property.Mr.Ruzicka indicated that he could get at least five individuals from the neighborhood who would be willing to volunteer to help clean out the property if the owners would allow it .Mr.Ruzicka offered to follow up on this .If this is a “hoarding” issue, then this may need to be reported to the appropriate agency.

Correspondence received and sent was reviewed .We received notice of a lawsuit that has been filed on behalf of the woman who fell on a common sidewalk area .An attorney has been retained by State Farm Insurance Company to represent the interests of NCCA .

An abandoned vehicle was towed from the parking pad at 132 Canterbury Court .The police sent the resident a letter .

Two letters were sent to residents regarding cutting branches on private sidewalks that overhang the sidewalks .

TREASURER’S REPORT

Mr.Donatelli reported on the final delinquency notices that were recently sent .He received a response from one resident who indicated that she could pay \$50 a month, although she has made this same promise in the past .The most recent account balances were just received today, so Mr.Donatelli was unable to verify whether payments were made on any of the other accounts .

MAINTENANCE

County Line Fence Company finally repaired the basketball fence that was damaged in a prior storm .NCCA owed \$900 under this insurance claim .

Mr.Ruzicka followed up with S.C .Signs regarding their quote for the entrance signs .Prior to the start of the work, a check will need to be sent to Sean Campbell, S.C .Signs, for \$2,200, which is 50% of the cost for the two entrance signs .

We received a proposal from Moran for a quote in the amount of \$525 to plant the Rt .532 entrance after the signs are repaired .

Mr.Ruzicka will contact Moran regarding trimming the parking pad across from 208 Commonwealth .

POOL/RECREATION

Several residents in attendance raised numerous concerns about the pool .Since there have been complaints regarding the pool management company this year, it was suggested we investigate other pool services for next year.One suggestion was Fox Pool Services .

MANOR HOUSE

One of the residents in attendance mentioned that there are a number of things that could be improved at the Manor House and indicated that she knows several people who might be interested in helping out with the Manor House .It was suggested that Bonnie Dettra be contacted to volunteer to help with the Manor House .

There are currently two Manor House rentals scheduled for August and one for September.The Spring House is reserved for two lifeguard meetings and we received a request from a resident to use the Spring House for weekly card games for Newtown Crossing residents .Mrs .Dettra conveyed thanks to Mr.Dichter for adjusting the lights outside of the Manor House which were on during the day.

The Manor House renters have been using the Spring House chairs for their parties and Mrs .Dettra is looking for sales on functional chairs for the Manor House .

The bannister in the Manor house needs to be repaired .It was temporarily fixed but should be permanently fixed for safety reasons .

We received an oil contract from Kenderdine at a price of \$2 .899 per gallon and need to respond by August 12 if we want to go with them .Discussion followed regarding going with another supplier at a cheaper price .Mr.Donatelli argued that most smaller contractors need to be paid on delivery and we would not be able to do that .Several other members felt that some smaller contractors would set up an account and bill us .Mr. Ruzicka offered to check prices of other oil companies .

ARCHITECTURAL CONTROL

Resident at 208 Commonwealth Drive submitted an application to repair roof.Application was approved by email during the month .

NEW BUSINESS

Mr.Dichter has resigned from the NCCA Board of Directors .A notice will be posted on the website that we are seeking a new Board member.The new Board member will be selected by the existing Board members and that person will complete Mr.Dichter's term .

With no further business, the meeting adjourned at 8:36 p.m .Because of conflicting schedules, the next meeting will be held on the second Tuesday of the month, September 10, starting at 7:30 p.m .in the Spring House .

Respectfully submitted,

Joanne D .Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

September 10, 2019

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, September 10, 2019, in the Spring House. The meeting was called to order at 7:35 p.m. by the president, James Downey, with the following Board members and officers present: Marie Dempsey, Maddison McCurdy, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmman and Russ Swinehart.

The minutes of the August meeting were approved as submitted .Minutes of the August special meeting held on August 20 were also approved as submitted .

TREASURER'S REPORT

Mr.Donatelli distributed the June 2019 Profit & Loss Statement, the January 1 to June 30, 2019 YTD Comparison Statement, the June 30, 2019 Balance Sheet, the July 2019 P&L Statement and the January 1 to July 31, 2019 P&L YTD Comparison .Income for the month of June totaled \$8,357 and expenses totaled \$27,477 .Year to date income January 1 to June 30, 2019 totaled \$123,108 and expenses for that period totaled \$39,991 .Assets and Liabilities & Equity as of June 30, 2019 total \$387,250 .Income for the month of July totaled \$40,812 and expenses for the month totaled \$18,112 .Income for the period January 1 to July 31, 2019 totaled \$163,920 and operating expenses totaled \$101,229 .The principal payment on the commercial loan totaled \$9,277, reserve expenses totaled \$3,750, and there was a \$5,000 deposit on the pool cover .Total expenses for the period were \$119,256, resulting in a \$44,664 positive cash flow for the period January 1 to July 31, 2019 .

MAINTENANCE

Mr.Ruzicka contacted Big Oak Oil regarding oil prices for the upcoming season .It has always been a concern of our treasurer that we cannot contact with companies who demand cash payment upon delivery.Big Oak informed Mr.Ruzicka that they will send out an invoice for payment within 21 days .Their current price is \$2 .40 per gallon and our current oil provider has a lock-in price of \$2 .90 per gallon .Mr.Ruzicka felt we should either go with Big Oak or lock-in with Kenderdine since oil prices may be on the rise .The Board felt we should consider Big Oak since there was a substantial price difference versus our current provider.Mr. Ruzicka will contact Big Oak to verify price and set up arrangements for service before cancelling our current provider.

Mr.Ruzicka reported that the contractor will be starting to install the entrance signs at the end of this month .

POOL/RECREATION

The pool cover is in and Aqua Pool will install it .There will be a \$400 installation fee which was not included in the initial cost of the pool cover.Bennington will winterize the pool .

Several pool parties were held during the pool season and thanks were given to Laurie Strange and Freda Gowland for organizing those events .

Mrs .Dempsey indicted that Moran's crew has been leaving the pool gates unlocked .The gate lock was changed and a new key was given to Moran, but another gate was left open, so all of the locks were changed .The grass was not cut this past week .Mr.Ruzicka said that Moran had indicated that he was not going to cut this week but was going to do trimming .Moran will need to be contacting regarding having the appropriate keys and not leaving the gates open .

Mrs .Dempsey will be looking into pool management companies for next year.The pool is officially closed for the year .

MANOR HOUSE

One rental is scheduled for September as well as a neighborhood potluck dinner which is being organized by Mrs .McCurdy.

A toilet valve broke on the second floor of the Manor House and water leaked through the floor onto the ceiling of the first floor of the first room .Water damaged a couch and caused portions of the ceiling to fall . Mrs .Dempsey contacted Seifert Plumbing who fixed the toilet and turned off the water.Pictures were taken of the damage and our insurance company should be contacted .Repair work will need to be done to the ceiling .Mr.Ruzicka offered to look at the damage .

Mr.Ruzicka indicated that there are steps in the back of the Manor House that lead down to the creek .Those steps are in very poor shape and the surrounding area is eroding .He suggested having Ed Hale look at this area when he is in the area doing the sidewalk repairs .

ARCHITECTURAL CONTROL

Resident at 133 submitted an application to paint the exterior of his home .Application was approved as submitted .

SOCIAL

Mrs .McCurdy would like to organize a pot luck dinner at the Manor House .Date for this will be determined after the Manor House ceiling is repaired .Mrs .McCurdy has organized an on-line fund raiser for pool chairs . We have currently received about \$500 in donations .Mr.Donatelli also received a \$200 check as a donation for the pool which will be earmarked for the pool chairs .

PUBLICITY

Mr.Ehmann reported that the average number of page requests is 274 per day.Fall newsletter will be going out shortly.

NEW BUSINESS

Inquiry was made as to whether we would be able to install "slow down" signs along Mill Pond, since there is a real danger at bus stops with speeding cars .A call was made to the police requesting patrolling for speeders during the morning hours, with no response yet, and a follow-up call will be made .Complaint was made about the disorganization of bussing this year within the school district .

With no further business, the meeting adjourned at 8:15 p.m .The next meeting will be held on the Tuesday, October 1, starting at 7:30 p.m .in the Spring House .

Respectfully submitted,

Joanne D .Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

October 1, 2019

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, October 1, 2019, in the Spring House. The meeting was called to order at 7:33 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Maddison McCurdy, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance was Fred Ehmman.

Two corrections were noted on the September minutes: Under maintenance, second sentence should read "...concern of our treasurer that we cannot contract with companies..." and under Manor House second paragraph, "Mrs . Dettra contacted Seifert Plumbing . ." The minutes of the September meeting were approved with those two corrections .

We received a letter from State Farm regarding sidewalk repairs which was sent in connection with the current lawsuit of a woman who fell on the sidewalk . A response will be sent to State Farm . We also received a letter from Giroud Tree Services inquiring as to whether we wanted to do additional tree treatments . Carl felt this could wait until spring .

TREASURER'S REPORT

Mr . Donatelli distributed the August 2019 Profit & Loss Statement and the January 1 to August 31, 2019 YTD Comparison Statement . Income for the month of August totaled \$18,337 and expenses totaled \$13,949 . Year to date income January 1 to August 31, 2019 totaled \$182,256 and expenses for that period totaled \$115,179 . The principal payment on the commercial loan totaled \$10,602, new pool cover was \$11,880, the deposit on the new signs \$2,220 and reserve accounts expenses of \$3,750 amounted to total year-to-date cash outlay of \$143,611 with a positive cash flow of \$38,645 as of August 31, 2019 .

Regarding delinquent accounts, \$400 was received on account for Ken Johnson and \$50 from Sharon Louchs .

MAINTENANCE

Over the past year we have asked Moran to field mow the floor of the basin to keep the amount of debris at a minimum . Moran did as much as he could while the weather was dry. The biggest issue is that the embankment is not getting mowed by Greg Cappilano. We were charged \$400 for the last mowing which basically amounted to just mowing the top of the berm . Pete asked Jon Moran if he could give a price on all of the basins, but he currently does not have the equipment to handle that . Moran said that the embankment may not be getting done because of the steepness of the hill which could create a turnover issue . If that is the case, then we may have to re-negotiate what we are paying to have just the top of the berm cut and have Moran weed the embankment to keep down the growth .

Mr . Ruzicka reported that there are two dead trees in the community that should be removed and a tree overhanging onto the road near Willow and High Street that needs to be trimmed . Two trees outside the Manor House also need to be trimmed up since they are hanging onto the roof. There is a dead ash tree behind 12 King Charles Lane . There is another tree in decline behind 132 Canterbury that is questionable as to whether it is on common ground or on the property line . Mrs . McCurdy indicated that there is also a dead tree limb hanging in a tree at Mill Pond and Union Street that should be removed . Another dead tree was reported at the corner of York and Princess on common ground across from 1 Princess .

Ed Hale should be done with all of the NCCA sidewalk work by the end of this week .

POOL/RECREATION

Mrs .McCurdy reported that pool committee has purchased ten chairs for the pool .

The pool cover has been installed and Mr .Ancona will plan the winterization of the bathrooms, probably at the end of the month .

MANOR HOUSE

A community pot-luck dinner is scheduled for the 12th .One party is scheduled for November 2 .

The Manor House repairs are finished .

Mrs .Dettra would like approval to purchase six easy to move and clean chairs, the prices were \$65 and under and two end table, which should run about \$500 .

Mrs .Dettra requested the rental deposit for a resident who had to cancel due to emergency surgery.Mr .Donatelli responded by saying that should be approved by the Board, and that the resident, as of the end of August, owes \$190 in assessments .Mr.Donatelli felt we should take the money to pay her assessments . Mr .Ancona suggested that we could tell the renter that we would hold onto her check until her assessment are paid .Mr.Donatelli said that the security deposit would be returned, but felt the rental check should not be returned .Since it was unknown at this time whether the resident had made an assessment payment for the current quarter, it was decided to hold off on making a decision on this .After receipt of the most recent assessment statements it is determined that the resident's assessments are current, then the rental amount would be returned .

Assessment receivables are currently about \$33,000 .Out of that amount several residents have large balances, one totaling around \$4,000 .In the past the Board had talked about turning some of the large delinquencies over to collection agencies .Mr.Downey had looked into that but could not find any agencies that deal with individual accounts .

Mrs .Dettra asked that the Board stay with Kenderdine since we have worked with them for years and they have always been very responsive in coming out for servicing .However, Mr .Ruzicka had checked into Big Oak Oil and their prices were considerably lower than what we were paying with Kenderdine .Kenderdine may not provide heater service if we do not purchase oil from them .

There is a portion of the steps behind the Manor House that has caved in, which could be the result of an old dry well beneath the area .Ed Hale had looked at the steps and recommended putting some large rocks in the area, and Mr.Ruzicka also asked Jon Moran for a quote to put dirt or crushed stone to temporarily solidify the area .We will need to decide how to replace the steps .

The Manor House gutters need to be cleaned .

ARCHITECTURAL CONTROL

Resident at 227 Canterbury Court submitted application to replace existing deck and resident at 23 King Charles submitted application to replace garage door .Resident at 140 East Hanover Street submitted application to replace fencing .All of these applications were approved via email during the month .

Resident at 176 Bucks Meadow Lane submitted application to install fencing .Application approved as submitted .

Resident at 121 Commonwealth Drive submitted application to replace windows and patio door .Resident was in attendance and presented drawings .Application approved as discussed/submitted .

Resident at 1 Princess Lane submitted application to replace 5 windows .Application approved as submitted .

SOCIAL

A pot luck dinner is scheduled for October 12 .The webmaster sent out an email reminder of this event .

OLD BUSINESS

Discussion following regarding the recurring complaints that have been received concerning the condition of a house on West Hanover near the entrance across from Tyler Park .

With no further business, the meeting adjourned at 8:50 p.m .The next meeting will be held on Tuesday, November 5, starting at 7:30 p.m .in the Spring House .

Respectfully submitted,

Joanne D .Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

November 5, 2019

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, November 5, 2019, in the Spring House. The meeting was called to order at 7:38 p.m. by the vice president, Peter Ancona, with the following Board members and officers present: Marie Dempsey, James Downey (arrived late), Maddison McCurdy, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance was Carol Buck.

One correction was made to the October minutes. Under Manor House, third paragraph, rewording for the first and second sentence was suggested. "Mrs. Dettra requested the return of the rental deposit for a resident who had to cancel due to emergency surgery. Deposits should not be returned without Board approval." The minutes were approved with the above correction.

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the NCCA 2020 Budget Proposal. After discussion Mr. Donatelli proposed a monthly assessment rate of \$33 broken down as follows:

\$22 – general operating expenses

\$3 – payment of detention basin commercial loan

\$8 – Manor House (\$17,000 per year), trees (\$24,000 per year), sidewalk repairs (\$10,000 per year) and basketball/tennis courts (\$9,000).

Mrs. Dempsey made a motion to accept the treasurer's proposal of a \$3 monthly assessment increase, for a total assessment of \$33 per month for 2020. Mr. Ruzicka seconded the motion and the vote was called: Mr. Ancona, yes; Mrs. Dempsey, yes; Mrs. McCurdy, yes; and Mr. Ruzicka, yes. The motion carried unanimously.

Mrs. Dempsey made a motion to accept the 2020 Proposed Budget in the amount of \$266,700. Mr. Ruzicka seconded the motion and the vote was called: Mr. Ancona, yes; Mrs. Dempsey, yes; Mrs. McCurdy, yes; and Mr. Ruzicka, yes. The motion carried unanimously.

Mr. Donatelli reported that initial collection letters were sent to: Glenn Teschner – 11 Westwood Court - \$805.00

Steven and Rozann Evers – 2 Ash Lane - \$685.00

John and Eileen Bronkovic – 144 Commonwealth Drive - \$970.00
Colin and Catherine McBride – 130 Union Street - \$685.00
Maureen Mason – 24 Chesapeake Drive - \$970.00

Reynald St. Fleur – 107 Chesapeake Drive - \$785.00

Stephen and Karen Gana – 13 King Charles Lane - \$709.00

It was previously discussed turning over some of the larger delinquency cases to a collection agency; however, it has been difficult finding a collection agency that will work with homeowner associations.

MAINTENANCE

A resident who lives on Princess Lane attended the meeting and read a letter she had written to the Board, but the letter had never been received by the Board . The letter had been sent certified mail, however, no one is at the community association address to sign for a certified letter . The resident raised concerns regarding four tall spruce trees on common ground beside her home which tower over her townhome, have branches touching her roof, roots have spread into her yard, and the roots have lifted the sidewalk leading to her front door . She also felt the trees were diseased . The resident was requesting that the association remove the trees and allow her to replace the trees, at her own expense, with some type of bushes which will not grow as tall . The trees do currently serve as a buffer between her property and the playground and pool traffic, but have gotten out of control in size and create a dark tunnel to her front door, which poses a safety hazard to her when entering her home .

Mr . Ancona indicated that the trees were most likely not planted by the Association, but by a previous owner, and, unfortunately, become a safety and financial burden to future owners and the Association . He further indicated that we generally do not remove healthy trees . Homeowners are permitted to prune the tree and remove any branches that overhang their property. It would be very costly to the community to remove all trees that overhang personal property. We have had cases where trees were removed and the community association and the homeowner have split the cost . It was suggested that we obtain cost estimates for the removal of these trees before a decision was made .

There is a section of retaining wall between Prince Philip and Delaware Court that is deteriorating . There was a tree that had been growing close to the wall that had pushed against the wall causing damage . The tree had been removed, but the roots may need to be cut out . Mr . Ancona offered to contact Moran regarding cutting the roots and replace the deteriorating timbers . This work can wait until the new year . There is also a broken split rail that Mr . Ancona offered to buy a new one and replace .

POOL/RECREATION

Mr . Ancona was thanked for winterizing the pool . We will be continuing with the same pool management company as last year .

Mrs . Dempsey requested an estimate from Ed Hale for repairing the tennis and basketball courts . He gave a rough estimate of around \$100,000 which would include resurfacing the basketball court, resurfacing one tennis court, ripping up the other two courts and sodding that area and replacing the fence around the one tennis court . Hale will provide a detailed estimate . Platinum Paving was also suggested as a possibility for paving the basketball court .

Since the cost of repairing the courts will be expensive regardless of how we go, Mr . Donatelli suggested that we might want to consider another 10-year loan after the detention basin loan is paid off in several years .

“No Hunting” signs may need to be replaced in certain areas .

MANOR HOUSE

The ceiling of the walkway connecting the Spring House and Manor House is in need of painting, but it has also sustained water damage . A contractor looked at the ceiling with Mr . Ruzicka and he indicated three spots of the overhang where water could be seeping through . Before the ceiling can be painted, the roof will need to be repaired . Roofers will need to be contacted for estimates .

Mrs . Dettra reported the following: Three rentals have been scheduled for November and one tentatively scheduled . Mrs . Dettra will have the gutters cleaned . The Anconas were thanked for their offer to donate a couch and love seat to the Manor House . Mrs . Dettra spoke with Seifert regarding putting liners in the chimney flu . They indicated they do not do that so she will contact Armstrong in January. She has also

contacted Mike Jenks regarding fixing the Manor House bannister . Mrs . Dettra thanked the Board and Mr . Ruzicka for Manor House improvements for 2020 .

Mrs . McCurdy posted on Facebook requesting volunteers for individuals interested in helping out in maintaining the interior of the Manor House . She received responses from about 10 people .

The drain pipe in the Carriage House was leaking and Mrs . Dettra called Seifert to replace the drain pipe, which had been budgeted for next year . While the plumber was out he was asked to replace a faucet in the kitchen sink that was provided by the customer . No breakdown was given on the bill for the cost to install the faucet . That work was done without Board approval . These expenses were paid for by Mrs . Dettra and submitted for reimbursement . Mr . Donatelli asked the Board for approval to reimburse Mrs . Dettra \$770 for emergency plumbing repairs . Chimney repair work also needs to be done, which was estimated at \$1,100, however, that will now have to wait until the next budget year since the \$770 had not been budgeted for this year . Mr . Donatelli raised concerns about repairs being done without Board authorization and stressed that any work needs to have Board approval prior to being commenced .

Mr . Ancona made a motion to reimburse \$770 to Mrs . Dettra for payment made to Siefert for plumbing repairs at the Carriage House . Mr . Ruzicka seconded the motion and the vote was called: Mr . Ancona, yes; Mrs . Dempsey, yes; Mrs . McCurdy, yes; and Mr . Ruzicka, yes .

Verizon has advised us that we will need to switch over to fiber optics at the Manor House . The phone line is necessary for the alarm system at the Manor House . Someone will need to let them into the house for this work .

Mr . Ancona obtained estimates for a door replacement for the spring house backdoor--\$570 for a steel door and \$800 for a fiberglass door and approximately \$500 to install, for a total of approximately \$1,300 . Mr . Ancona will obtain a second estimate and felt we should probably go with a fiberglass door . He felt we should have someone install the door since it is an odd size and there could be some issues in replacing it .

ARCHITECTURAL CONTROL

Resident at 120 Union Street submitted application to replace fence . Application approved as submitted .

Mr . Ruzicka received an application from resident at 300 E . Hanover Street to replace siding, however, further information is needed before this application can be submitted for approval .

Three applications were received during the month and were approved via email: 170 Commonwealth Drive to replace siding; 121 Union Street to replace windows; 108 Chestnut Drive to install radon mitigation downspout .

PUBLICITY

Brief discussion was held regarding notification of the assessment increase to the residents . An email blast can be made to all residents and the notification of the increase can be posted on the website page and the Facebook page . It was also suggested that we have our assessment billing company include a notice on the next bill that assessments have been increased by \$3 per month, \$9 per quarter, effective with this statement and for more details go to [newtowncrossing .info](http://newtowncrossing.info). The winter newsletter will be coming out in December and will include the write-up regarding the assessment increase .

NEW BUSINESS

Speeding on Mill Pond is a continuing issue and especially poses safety issue during school bus pick-up and drop-off times . The bus stop for pick up on Mill Pond has been changed to the opposite side of the road, so the children all have to cross Mill Pond to get to the bus stop. Drivers are not slowing down or stopping to allow the children to cross . A survey was done a number of years ago and 85% of the speeders are from

Newtown Crossing and drivers are not stopping for people in the crosswalks . A number of ideas were presented to curtail speeding which included installing speed humps and placing signs or cones in the crosswalks . Requesting police speeding enforcement was also suggested . Mrs . McCurdy offered to write a letter to the Township regarding this issue

OLD BUSINESS

Discussion ensued regarding the condition of the house on E . Hanover . Letters had been written again to the owner and copied to various township entities regarding the condition of the property and debris littering the property. No response was received from any of the individuals copied . Mr . Downey will follow up regarding Township nuisance ordinances which might be applicable in this instance

We received a questionnaire to be completed regarding the lawsuit against the Association in which a woman fell on a section of common ground sidewalk . Questions were reviewed and Mr . Downey will forward information . This lawsuit is being handled through our insurance company.

With no further business, the meeting adjourned at 9:35 p.m . The next meeting will be held on Tuesday, December 3, starting at 7:30 p.m . in the Spring House .

Respectfully submitted,

Joanne D. Urquhart, Secretary

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

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

December 3, 2019

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, December 3, 2019, in the Spring House. The meeting was called to order at 7:40 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Marie Dempsey, Carl Ruzicka, and Bob Donatelli. Also in attendance were Carol Buck, Fred Ehmann and Kenneth Lee.

The minutes of the November meeting were approved as submitted.

MEMBER PARTICIPATION

Resident at 140 Commonwealth attended the meeting to request removal of a tree on common ground which is impacting his fence. Mr. Ruzicka had previously looked at this tree and indicated that the tree in question is a healthy tree but over the years the tree has grown into the resident's fence.

The Board's policy is that we do not generally remove healthy trees. It is also possible that the resident's fence could be encroaching on common ground if the property was never surveyed when the fence was originally installed. Even if the fence is not on common ground, however, we do not usually remove healthy trees. Homeowners have the right to trim away any branches overhanging onto their property. Also, if neighboring residents are in agreement, the Board has allowed a resident to remove a tree on common ground if the resident is willing to bear the cost of removal or split the cost with a neighbor who may also want the tree removed. In this particular case, it would be cheaper for the resident to just move their fence back, since it may be questionable as to whether the fence is encroaching on common ground.

It has been explained to other residents that the Association does not have the funds to remove every tree that has become overgrown. The Board will give approval to remove a tree if a resident wants to remove it at his expense, or if a neighbor also wants the tree removed they can split the cost.

Resident living at 140 Commonwealth questioned late fees that have been added to his account. Apparently, he had a late payment during one quarter and may have just paid the \$90 fee without paying the late fee that was incurred. This may have continually generated an additional late fee for each quarter since the computer-generated next bill would show a balance due which then generated another late fee. Mr. Donatelli will check into this account.

Resident at 31 Princess Lane attended the meeting as a follow-up from last month regarding removal of trees on common ground that have upheaved her sidewalk. Mr. Ruzicka had contacted a tree service for a quote and the tree service quoted \$200 per tree to remove 4 trees (\$800) plus \$50 per tree to grind stumps for a total of \$1,000 to remove and grind stumps for all four trees. One Board member felt that the Association would never have planted those trees, so they were most likely planted by a previous owner. It was reiterated to the resident that the Association does not remove healthy trees, but the resident could remove them if she wanted to pay for the cost of removal. Since the resident is currently faced with the costly sidewalk repairs, Mr. Ruzicka indicated that instead of completely tearing up and replacing the sidewalk blocks, a less expensive alternative would be to hire a contractor who could completely remove the existing sidewalk blocks, assuming they are not broken, cut the roots underneath, level the area and then put back the original blocks.

TREASURER'S REPORT

Mr. Downey expressed concern that Univest, our assessment processing bank, returned a check that had been submitted for payment of delinquent assessment instead of attempting to verify the payment account.

Mr. Downey requested information for contacting Univest regarding this return.

Mr. Donatelli distributed the October 2019 Profit and Loss Statement and the January 1 to October 31, 2019 YTD Comparison Statement. Income for the month of October totaled \$35,675 and expenses for the month totaled \$16,280. January to October 31, 2019 YTD income totaled \$225,696 and total operating expenses for the period totaled \$148,227. Additional expenses included principal loan payment of \$13,336, pool cover expense \$11,880, and sign expense \$4,400, for total expenses for the period of \$181,593, resulting in a positive cash flow of \$44,103.

POOL/RECREATION

Notification will be put in the newsletter regarding pool registration. All members will need to be pre-registered prior to going to the pool. Registrations will not be accepted at the pool. If registration is not approved, then residents will be notified by mail. Approved registrations will be provided to the guards.

MANOR HOUSE

One Manor House rental was scheduled for December.

The gutters will be cleaned the week of December 10. Verizon will need to access the Manor House to install fiber optics for our phone line.

ARCHITECTURAL CONTROL

Resident at 300 E. Hanover Street submitted application to replace siding. Application was approved during the month via email.

PUBLICITY

Individual notice was sent out regarding the increase in assessments for 2020.

Notice will also be posted in the newsletter will be going out this month.

OLD BUSINESS

Mr. Downey sat for the deposition regarding the lawsuit against the Association in which a woman fell on a section of common ground sidewalk in Newtown Crossing. There is a possibility that other Board members may be called, in which case the attorney from State Farm representing us would also be present at the deposition.

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

Respectfully submitted,

Joanne D. Urquhart, Secretary

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