

**MINUTES OF THE MONTHLY  
NEWTOWN CROSSING COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETINGS  
2021**

JANUARY ..... 2

FEBRUARY .....5

MARCH .....8

APRIL .....10

MAY .....14

JUNE ..... 17

JULY ..... 20

AUGUST .....23

SEPTEMBER .....27

OCTOBER .....29

NOVEMBER .....32

DECEMBER .....36

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

**January 5, 2021**

The regular monthly meeting of the Newtown Crossing Community Association was a virtual/phone meeting held on Tuesday, January 5, 2021. 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, Maddison McCurdy, Michael McFarland, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann.

The amended minutes of the December 2020 meeting were approved as submitted.

### **TREASURER'S REPORT**

Mr. Donatelli reviewed the October 2020 Profit and Loss Statement, the November 2020 Profit and Loss Statement, and the January 1 to November 30, 2020 Profit and Loss YTD Comparison Statement. Income for the month of October 2020 totaled \$35,975 and expenses totaled \$15,453. Income for the month of November 2020 totaled \$23,628 and expenses totaled \$12,712. YTD income as of November 30, 2020 totaled \$255,676 and operating expenses totaled \$131,768. Additional expenses in the amount of \$49,615 included principal payment on the loan in the amount of \$15,879, reserve expenses of \$32,250 and retaining wall expenses of \$1,486 for a total cash outlay of \$181,383 and a positive cash flow of \$74,293.

Mr. Donatelli reported the status of several delinquent accounts. We collected \$1,998 on the Cohen account which covered the judgement against the account plus the back assessments. We also collected on the Roach account when the property was transferred without our knowledge. Approximately \$4,000 in back assessments was received with these two accounts.

Swim Club expenses are down for the year and most of that will go into a reserve account for the pool for 2021.

In 2011 we started a fund reserve for delinquent assessments in the amount of \$4,557. If people lose their homes to foreclosures we have that account to write off assessments.

### **POOL/RECREATION**

American Pool modified the amount of insurance required in their pool management contract. With the \$5 million insurance clause deleted, the Board was agreeable to accepting American Pool as our pool management company for the 2021 pool season, and the contract can be signed.

The guard shack had pieces of flashing missing and Mr. Ancona repaired that.

## **MAINTENANCE**

The NCCA entrance sign at Buck Road was damaged when it was hit by a vehicle during the snow storm in December. The damage to the brickwork and sign will be repaired through the driver's insurance and Mr. Ruzicka spoke to a contractor about getting a mason out to look at the damage. The infrastructure of the sign/base will probably need to be repaired. It will likely be at least a month before any work can be done and more likely that the work could not be started until the spring. Mr. Ancona noted that it looks as though pressure is being put on the sign itself and he suggested that we contact someone to push the sign back in place, since the sign may warp, crack or split if it is left in its current position. Mr. Ruzicka contacted the insurance agency but it may be another week before we can get an estimate of the damages.

## **ARCHITECTURAL CONTROL**

Resident at 3 Princess Lane submitted application to replace roof. This application was submitted and approved by email during the month.

## **MANOR HOUSE**

On January 14, REIT Energy will be coming out to service the heater and clean the filters. The cost to clean the heaters is \$199 and the cost of a service contract would be \$259, which would include cleaning and maintenance. Mr. Donatelli suggested looking into the maintenance agreement since the cost is only \$60 more than just the cleaning and would include other service calls. Mr. Donatelli will call and inquire about the service contract.

Mrs. Dettra reported that the fire inspection was completed and there were no problems. The smoke detector batteries will be replaced.

Mrs. Dettra received a request from a Liberty Square resident to rent the Manor House; however, Newtown Crossing only rents to residents of Newtown Crossing Community Association. It is also unknown at this point when we will be able to start renting the Manor House again.

We have had a problem with raccoons in the Manor House. Four raccoons have been trapped to date. The Del Val Wildlife Nuisance Control set another indoor trap and advised us to wait a few more days to insure all of the raccoons are caught. Mrs. Dettra contacted Mike Jenks and he will board up and repair the damage that has allowed the animals to enter the house. Del Val recommended that we clean out the down spouts where the raccoons were congregating. Mrs. Dettra will forward the invoice or services to Mr. Donatelli when the job is complete.

## **OLD BUSINESS**

Discussion following regarding the status of the proposed Arcadia development. The attorney for Arcadia has filed a writ of mandamus in Commonwealth Court to uphold that the development was approved since apparently Newtown Township failed to properly notify denial in a timely fashion. Mr. Downy felt that is likely to be upheld. That area is zoned R-2 and it was felt that eventually development will occur and it is just a matter of when and how many homes will be built. The best option seems to be the smallest number of houses since a developer could probably build up to 80 homes in that area based on zoning. Eagle Ridge signed an agreement with the developer which proposed 60 units, however, their Board signed this agreement without notifying their residents that they were going to do this.

The best option may be a settlement deal with 60 houses, which is less than the 76 homes which were in the most recent proposal. Many people in the area, however, are opposed any development in that area. It was mentioned that perhaps the four neighboring home owner associations should band together to negotiate a settlement. Since access to and from the development is a major issue, there are concerns that PennDOT's solution to the traffic problem might be to do a condemnation and cut through the woods to tie traffic onto Mill Pond. That is something that no one in NCCA would want, so a negotiation which would eliminate that option might be a better option.

After discussion, the Board felt that a letter should be written to the residents of Newtown Crossing outlining the current status of the situation and the feelings of the Board as to what might be the best way for NCCA to continue, given the fact that it seems likely that some type of development will eventually be approved for that area. Mr. Downey will initiate a letter to the community which will be circulated to the Board for their input before a final letter is emailed to the NCCA residents. It was suggested that a community zoom meeting then be set up to invite an open dialogue with the residents of the community.

With no further business, the meeting adjourned at 8:45 p.m. The next online meeting will be held on Tuesday, February 2, 2021 starting a 7:30 p.m.

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 2, 2021**

*The regular monthly meeting of the Newtown Crossing Community Association was a virtual/phone meeting held on Tuesday, February 2, 2021. The meeting was called to order at 8:00 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Maddison McCurdy, Michael McFarland, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann and Marie Dempsey.*

The minutes of the January 2021 meeting were approved as submitted.

### **TREASURER'S REPORT**

Mr. Donatelli reviewed the December 2020 Profit and Loss Statement, the January 1 to December 31, 2020 Profit and Loss YTD Comparison Statement, and the Balance Sheet as of December 31, 2020. Income for the month of December 2020 totaled \$12,539 and expenses totaled \$48,960. YTD income as of December 31, 2020 totaled \$268,215 and operating expenses totaled \$175,971. Additional expenses of \$72,605 included: principal payment on the loan \$17,362, reserve expenses \$49,000, retaining wall expenses \$1,486 and capital improvements \$4,757, resulting in a positive cash flow the year of \$19,639. Total Assets and Liabilities/Equity as of December 31, 2020 totaled \$391,858. Even though we took in approximately \$4,000 on several long-standing past-due accounts, account receivables still increased.

We currently have \$28,000 in the pool reserve account, however, that amount is not restricted and could be used for pool or other expenses.

Correspondence received and sent during the month was reviewed. Mr. Downey received a letter from our insurance company stating that they settled out of court on the sidewalk "fall-down" case. This can now be removed from any reporting of pending lawsuits against the Association. We received a letter of apology from one of the teens who was involved in the vandalism of the Manor House.

### **POOL/RECREATION**

Mrs. McCurdy will be setting up a meeting with the new pool management company to review the upcoming season. The new management company would like to look at the pool and go over operations for the 2021 pool season, assuming we will be able to properly open this summer.

Questions and concerns have been raised on the Newtown Crossing Neighbors Facebook page regarding the safety of the rubber mulch used at the playground. Mr. Ancona, who had extensively researched this product years ago and had forwarded that information to the Board, indicated that he has not found anything contrary to his original research. He indicated that it is a much better surface to protect from injuries, the rubber mulch is 3-4 times more absorbent than other surfaces, it does not get used as a litter box by animals like sand would be used, and it alleviates the worry regarding wood splinters that could result from wood chips. He also indicated that we do not use the dyed rubber mulch.

Some people have suggested looking at other alternatives to rubber mulch, such as rubber mats or the type of protective flooring used at places such as Sesame Place. When the former playground committee previously looked at these alternatives, they were 10-12 times more expensive as the rubber mulch and the committee felt it was more beneficial to put that money into more playground equipment. It was suggested that perhaps we should remove the existing mulch instead of just adding mulch on top of the old, but the disposal would probably be expensive.

Mr. Ancona had obtained a quote for mulch from Rubberecycle in the amount of \$2,565 and, if approved, he recommended having the mulch delivered in February before the season starts and request Moran spread it before landscaping season. Mr. Ruzicka made a motion to approve an expenditure to Rubberecycle in the amount of \$2,565 for mulch for the playground. Mrs. McCurdy seconded the motion. The vote was called: Mr. Ancona, yes; Mr. Downey, yes; Mrs. McCurdy, yes; Mr. McFarland, yes; and Mr. Ruzicka, yes. The motion carried unanimously.

Mrs. McCurdy suggested soliciting volunteers for a playground committee and the members of the committee could handle some of the maintenance of the playground area.

It was mentioned that there is a sinkhole at the playground that should be repaired. Mr. Ancona will ask Moran to look at that. Mrs. McCurdy also mentioned that there is an interest in bringing back the snack shack and possibly using the funds from that for the playground.

## **MAINTENANCE**

We received a quote for just under \$7,000 to repair the Buck Road entrance sign. The earliest the contractor will probably be able to do this work will be the end of March, since bricklayers cannot work in the middle of winter.

## **ARCHITECTURAL CONTROL**

Resident at 121 Commonwealth Drive submitted application to replace windows. This application was submitted and approved by email during the month.

## **MANOR HOUSE**

Mrs. Dettra received a request to rent the Manor House in May for an outdoor party of approximately 80 people. The Board confirmed that the rental would have to follow COVID guidelines at that time and that the renter should check back at a later date.

Asta Fire Extinguisher Co has checked all of the extinguishers. The Manor House will need to be thoroughly cleaned due to the mess created by raccoons which had invaded the house.

Mr. Ruzicka met with the trapper who had caught six raccoons in the house. He pointed out a small hole behind a downspout on the roof and this will need to be sealed. The downspouts are clogged up and will also need to be cleaned out. Mr. Ruzicka pointed out that there are two small trees next to the house that should be removed since squirrels can jump onto the roof of the Manor House from these trees. He mentioned that O'Brien's is offering 20% off in February and he suggested having these sucker trees removed. Mr. Ruzicka will contact O'Brien's to obtain quote.

## OLD BUSINESS

The status of the Arcadia project was discussed. An executive meeting was held in January via phone conference with the Township supervisors and the surrounding associations. NCCA expressed our top priorities: that we would not allow a road through the woods to access Mill Pond; if the church ever closed, no additional houses should be permitted to be built in that area; and Mill Pond is not to be used as a cut-through for truck traffic. Liberty Square cited their biggest concern was traffic on Mill Pond.

The Township would write up a draft for all of the community board members that would address the concerns expressed by our communities and hopefully be able to get resolved with Arcadia.

We do not want to settle, it was felt that if the current plan is not approved, Arcadia will just continue to come back with another plan and that eventually something is going to be approved. Therefore, the best outcome might be to guarantee that a road will never be coming through the woods, no additional houses can be built if the church sells, and no permanent truck traffic, except local deliveries, will be permitted on Mill Pond. With the changes that happen in Township personnel, all of that would need to be in writing. The final settlement would be between Arcadia and the Township but the township would include input from the surrounding communities. It was also suggested that Steve Harris review the agreement to make sure that our stipulations are "bullet proof".

While it would be nice to just keep putting this development off, it was felt that eventually that parcel will be developed and it would be better if we have some input for the final agreement. The worst possible ending would be a road through the woods for access onto Mill Pond and including that in a settlement agreement could guarantee that option never happens.

It was suggested that a zoom meeting with NCCA residents be set up and explain to the community the board's suggestions and solicit input from the residents.

With no further business, the meeting adjourned at 9:20 p.m. The next online meeting will be held on Tuesday, March 2, 2021 starting a 7:30 p.m.

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 2, 2021**

*The regular monthly meeting of the Newtown Crossing Community Association was a virtual/phone meeting held on Tuesday, March 2, 2021. The meeting was called to order at 7:31 p.m. by the president, James Downey, with the following Board members and officers present: Maddison McCurdy, Michael McFarland, Carl Ruzicka, Bob Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann, Kathleen Lukomski and Joe Pizzo.*

Two corrections were noted on the February minutes: page 3, second paragraph should read “..address the concerns expressed by our communities...” and fourth paragraph, second sentence should read “...including that in a settlement agreement could guarantee...”. The minutes were approved with the above corrections.

### **TREASURER’S REPORT**

Mr. Donatelli submitted the 2020 Performance vs. Budget report and the January 2021 Profit and Loss Statement. Income for the month of January totaled \$43,052 and expenses totaled \$8,284.

We received a check in the amount of \$6,988 from Geico Insurance to repair the damage to the Buck Road entrance sign.

Mr. Donatelli indicated that we currently have about \$4,600 left in the account for assessment write-offs and we may need to increase that amount depending on the number of residents who may be facing financial hardship during the pandemic.

Mr. Donatelli presented the proposal from DeGrouchy, Sifer and Company for auditing services for the year ended December 31, 2020. As stated in the contract, fees for these services will not exceed \$5,250. Mr. Ruzicka made a motion to accept the proposal for auditing from DeGrouchy, Sifer and Company in an amount not to exceed \$5,250. Mrs. McCurdy seconded the motion. The vote was called: Mr. Downey, yes; Mrs. McCurdy, yes; Mr. McFarland, yes; and Mr. Ruzicka, yes. The motion carried unanimously.

We received an email from a resident who feels the intersections at Route 332 and W. Hanover and Route 332 and Mill Pond are unsafe and would like to see them improved. NCCA has no control over public road issues and that would need to be handled by the township or the state.

Complaints were also received regarding the quality of the snow plowing of the NCCA sidewalks this winter, but that matter can be discussed closer to the winter season.

### **POOL/RECREATION**

Mrs. McCurdy will be meeting at the pool with American Pools to review the upcoming season and review to the pump system and other mechanisms at the pool. There are a number of issues regarding the pool that will need to be resolved, and guidelines will need to be reviewed once they are established for this year. We don’t know if we will need a cleaning service to clean the restrooms, or whether we will be able to do that ourselves.

We will only be having two lifeguards and they will not be allowed to do any other duties. The guards will not be able to check passes, although they will be able to sign in people. It was suggested that we look into an app for pool sign-in on cell phones. Maddison will check into the mechanics and cost of this service. We will need to check into a phone card at the pool, since there will need to be a cell phone at the pool.



Kathleen Lukomski, who is in charge of the swim team, attended the meeting to inquire about the swim team using the pool this year. Sign-ups for the team usually start in May and practices start in June. The team ran a program last year at Spring Mill, did not have any issues, and the program was successful. They had Covid waivers signed, followed the summer camp guidelines at the time, kept small groups together and the kids were separated in the pool. The program was on a smaller scale and only did virtual meets last year. The team is very interested in having a season back at our own pool. At this point everyone is waiting to see what the guidelines will be this summer.

The social committee is planning an Easter Egg Hunt, and Mrs. McCurdy will set up a date for that.

## **ARCHITECTURAL CONTROL**

Resident at 4 York Street submitted application to replace roof. This application was submitted and approved by email during the month.

## **MANOR HOUSE**

Mrs. Dettra indicated that she has had several inquiries for Manor House rentals during April and May. We will continue to abide by Covid safety guidelines. Mrs. Dettra reported no repairs are scheduled for March.

There is damage and debris at the Manor House due to the racoon infestation. Mr. McFarland offered to organize a clean-up party.

## **PUBLICITY**

Mr. Ehmman indicated that all of last year's minutes have been added to the website. The Ehmman solicited items for inclusion in the March newsletter.

## **OLD BUSINESS**

Arcadia has been approved. Mr. Ancona was commended on his input at the supervisors meeting.

With no further business, the meeting adjourned at 8:05 p.m. The next online meeting will be held on Tuesday, April 6, 2021 starting a 7:30 p.m.

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 6, 2021**

*The regular monthly meeting of the Newtown Crossing Community Association was a virtual/phone meeting held on Tuesday, April 6, 2021. The meeting was called to order at 7:32 p.m., immediately following the Annual Meeting, by the president, James Downey, with the following Board members and officers present: Peter Ancona, Maddison McCurdy, Michael McFarland, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Also in attendance were Carol Buck, Kathleen Lukomski and a resident of Candlewood Court.*

The minutes of the March meeting were approved as submitted.

### **MEMBER PARTICIPATION**

One resident on-line inquired as to whether a decision had been made regarding the opening of the pool. At this point, no formal decision had been made.

Question was raised as to where the money allocated for the pool and the Manor House last year went since the pool and Manor House were not opened last year. There are ongoing expenses for the pool whether it is opened or not. The pool had been prepped for opening last year prior to making a decision to close the pool, so there were still some expenses that were incurred for the pool. Some of the monies not used for the pool will be used for pool repairs/expenses for 2021. If the pool is opened this season, additional expenses may be incurred in order to satisfy mandates issued regarding Covid-19 guidelines.

The Manor House is a source of income if and when we rent it; however, the Manor House has to be maintained all year long and incurs expenses regardless of whether it is rented or not—heat, exterior maintenance repairs including roof repairs, painting, any type of repairs—are all expensive to maintain and are all ongoing expenses.

A budget is developed each year to maintain the facilities, and if we have a bad year in one area of expenses and pool expenses are not used, then those unused expenses will be allocated to this year or to other expenses. It is very costly to maintain our common elements of our association and just because the pool was not opened for one season does not mean that there will be no association dues since there are so many other expenses to maintain the community. It was mentioned that a copy of the budget listing our expenses can be found on the NCCA website.

A resident on Candlewood raised a number of concerns regarding issues on her cul de sac. The resident indicated that no signs are posted on the cul de sac saying that dogs have to be on leashes. Rules regarding dogs needing to be on a leash and cleaning up after your dog are Township rules, and NCCA has no authority to post signs regarding Township regulations nor do we have any authority to enforce Township regulations. Issues regarding dogs should be addressed to Newtown Township or contact the pet owner regarding those issues. NCCA has no authority to post signs on public street areas.

Question was also raised as to why “No Ball Playing” signs are posted on other cul de sacs, but not on Candlewood Court. NCCA has never posted “No Ball Playing” signs on cul de sacs, because, again, we have no authority to post signs on public street areas. NCCA has posted signs at the playground, but the playground is part of NCCA property. NCCA also has no control over basketball nets erected on private property and any inconvenience or damage caused by basketballs are private responsibility and should be addressed with the resident owning the basketball net.

While NCCA has no control to enforce Township issues or matters concerning private property, it was suggested that we refresh the reminders on the website for residents to obey the leash laws and to clean up after their pets. Also residents need to be respectful of your neighbors regarding basketball/ball playing that may damage neighbor's cars/property. Contact and talk to your neighbor if damage results. Common decency is needed by all residents.

## **TREASURER'S REPORT**

Mr. Donatelli forwarded to the Board a list of delinquent accounts which had received delinquent notices. Responses were received from a number of accounts contacted. One account paid in full; several others indicated they will be sending in at least partial payment. Notices had not been sent out last year because of the pandemic.

Mr. Donatelli distributed and reviewed the February 2021 P&L Statement and the January 1 to February 28, 2021 P&L YTD Comparison Statement. Income for the month of February totaled \$20,594 and expenses totaled \$15,052. YTD income as of February 28, 2021 totaled \$63,646 and operating expenses total \$23,336. Principle payment on the loan totaled \$2,995, for total YTD expenses of \$26,331, resulting in a positive cash flow of \$37,315 for the period.

We will be receiving a credit of \$648 for the mulch since they were unable to deliver it and we had Moran pick it up. Moran charged us \$200 to pick it up, thereby saving us \$448 over what we originally budgeted. The sign at Buck Road has been finished and bills have been given to Mr. Donatelli for payment from the insurance payment already received.

Mike Jenks needs upfront money for the work at the Manor House and Spring House. Mr. Donatelli indicated that the checks were send out.

Correspondence received and sent was discussed. We received a letter from Crown Point's president regarding the opening of area pools this summer. Their letter laid out the current situation, and we have the same issues that they indicated in their letter.

## **POOL/RECREATION**

Mrs. McCurdy reported that our pool management company, American Pools, is in the process of opening other pools and would like to open our pool as soon as possible since they felt the water is clean right now. Mrs. McCurdy spoke to Justin at American Pools about the guidelines and right now we would follow restaurant and store guidelines. She presented some of the guidelines and the pool committee's suggestions. Pools are allowed to have 75% of capacity; however we do not currently know what our maximum capacity is. That will have to be determined so we can arrive at the maximum number that would be permitted this year. Someone will need to monitor badges and capacity limits. It was questioned whether American would be able to hire an additional person to handle the pool tag checking and sanitizing the bathrooms.

Areas will need to be designated for social distancing and those could be marked with spray paint. Justin recommended not having furniture and that no guests will be allowed. Bathrooms would need to be wiped down periodically. American indicated that last year they had about 75% of their pools open without incident. We are estimating that about 20-30 people will be allowed in the pool at one time. Lifeguards will be permitted to wipe down the handrails, but they will not be able to check for badges or do any other type of duties other than lifeguard.

Numerous pool issues were discussed including bathroom sanitizing, social distancing, hand sanitizers, method of checking tags, who will enforce all of the different issues and getting appropriate coverage for the extra work. It was suggested limiting the pool attendance to 45 minutes to 1-hour slots. We will also have to designate a means of checking sign-ins.

At this point it was still undecided as to whether we should open; however, at least several Board members openly expressed that they felt we should open. A lot more people will be vaccinated and we know a lot more about covid that we did last year. However, we need to open the pool with a serious and rigorous plan and the pool management company has not offered us an option as to how we can do that. Opening up will depend on us having someone watching the gate, monitoring number of people at the pool at any given time, and logging in the bathroom cleanings. This person should not be a Board member. We would need a system built into a schedule where we can audit it and we need to have a plan in place before we can approve opening the pool.

It was suggested that between now and the May meeting, a committee be developed to put together a plan to review what we would normally do versus this year's rules/needs, and how we are going to meet those rules and needs. Mr. McFarland volunteered to participate on the committee and it was suggested recruiting some of the people who really want to see the pool opened and get them involved on the committee. It was suggested scheduling a special meeting before the May Board meeting where the committee can present their plan on how the pool will be run this season.

Regarding American opening the pool now, while it may be beneficial for American to do so from their work schedule standpoint, Mr. Ancona felt that two months of electricity and chemicals could be a significant amount of money for us to spend to open the pool now. Mr. Donatelli mentioned that the pump costs about \$600 a month to run. Mrs. McCurdy suggested opening the pool now to make sure everything is working properly. However, another Board member felt late April/early May might be a better time frame to open the pool.

Concern was raised about the pool company using our pool for training purposes for the lifeguards and the liability that could result to us.

The Social Committee sponsored a successful Easter Egg Hunt which was enjoyed by all who attended.

## **ARCHITECTURAL CONTROL**

Resident at 195 Commonwealth submitted application to install windows. Resident at 44 King Charles submitted application to install roof-mounted solar system. Both applications were approved during the month via email.

## **MANOR HOUSE**

Mrs. Dettra reported that there continues to be no rentals due to the Covid 19. A letter was posted on the website regarding the Board's current position on continuing to not allow rentals.

During the week of March 22, a gaping hole was noticed in the Manor House roof outside of the third floor, which had been previously repaired, and inside there was evidence of raccoons. Del Val wildlife was contacted and they set up traps and captured multiple raccoons. All appear to have been removed now. Mr. Ruzicka has requested a quote from Mike Jenks to replace the rotted wood on the Manor House where raccoons have entered the house. There may be other soft spots. The downspouts were clogged, which attract raccoons and they need to be cleaned.

A cleanup of the Manor House, especially the third floor, is scheduled for April 17. Mr. McFarland organized the cleanup and all volunteers will be greatly appreciated.

## **OLD BUSINESS**

Mr. Downey has prepared and filed a Petition to Intervene for Arcadia with PennDOT. We have not yet heard back regarding this.

Mr. Ruzicka contacted previously contacted Micah Lewis, the Township Manager, and reported that Codes and Zoning was out to look at and take pictures of the house on 311 W. Hanover Street, and they will write up a report. While people stop at the house to pick up mail, it appears that no one has been living in the house for over a year. Mr. Ruzicka received an email from Mr. Lewis indicating that he has made a commitment to enforce the Code but wanted to check with the Bucks County Department of Aging and get them involved. Newtown Township will enforce the regulation if they get nowhere with the Department of Aging. Hopefully some action will be taken to clean up that property.

With no further business, the meeting adjourned at 8:58 p.m. The next online meeting will be held on Tuesday, May 4, 2021 starting a 7:30 p.m.

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 4, 2021

*The regular monthly meeting of the Newtown Crossing Community Association was a virtual/phone meeting held on Tuesday, May 4, 2021. The meeting was called to order at 7:32 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Maddison McCurdy, Michael McFarland, and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann and Marie Dempsey.*

The minutes of the April meeting were approved as submitted.

### TREASURER'S REPORT

Mr. Donatelli was not in attendance but had emailed his report. In that report he advised that Intuit, Inc. will not support our QuickBooks 2018 software after May 31, 2021 and the cost to upgrade to QuickBooks 2021 is \$424. He requested approval for this expenditure. Mr. Ancona made a motion to upgrade our QuickBooks software for a total cost of \$424 and Mrs. McCurdy seconded the motion. The vote was called: Mr. Ancona, yes; Mr. Downey, yes; Mrs. McCurdy, yes; and Mr. McFarland, yes. The motion carried unanimously.

Mr. Donatelli had also distributed the March 2021 P&L Statement and the January 1 to March 31, 2021 P&L YTD Comparison Statement. Income for the month of March totaled \$8,681 and expenses totaled \$14,094. YTD income as of March 31, 2021 totaled \$72,327 and operating expenses total \$34,865. Principle payment on the loan totaled \$4,515, playground mulch totaled \$2,565 and O'Brien's Tree Service totaled \$95 for total cash outlay of \$42,895, resulting in a positive cash flow of \$29,432 for the period.

The Donatelli also reported that after he receives the April assessment payments he will issue a report on the remaining residents who did not pay their delinquent assessments or who did not make payment arrangements.

Correspondence received and sent was discussed. We filed a Petition to Intervene regarding Arcadia, which will allow us to participate in any discussions relative to the traffic flow situation with the development behind the woods. This allows us to receive invitations to meetings and receive new information relative to the traffic flow situation. Crown Point and Eagle Ridge have also filed; however, we have not heard whether Liberty Square has. Arcadia is still waiting to see if a road access onto the bypass would be permitted. Mr. Ancona has been noting a number of five-way intersections throughout the area, which is what was proposed as an alternative to the U turn at Mill Point, since it seems doubtful that an access road off/onto the bypass would be allowed.

### POOL/RECREATION

Mrs. McCurdy reported that we have received three applications for gate guards; however, we would like to have at least four, so we are still seeking additional applicants. All applicants are from Newtown Crossing.

Mrs. McCurdy sent out an email suggesting using the pool management company to supply chemicals. The Board was in agreement to that.

A petty cash account funded initially with \$500 was provided to Mrs. McCurdy for miscellaneous out-of-pocket pool expenses such as paper towels, toilet paper, hand sanitizers, and signs, etc.

The pool committee would like to purchase new umbrellas and stands which would cost about \$100 each. We have \$200 in the GoFundMe account to apply toward this. The pool committee was hoping for an addition \$800 so ten sets of umbrellas and stands could be purchased. The committee like to get umbrella stands rather than using the pipes in the ground as we did in the past, since the poles in the ground tended to blow out in the wind. Also, by the end of the summer the holes in the ground would loosen and no longer work so the committee would like to try new stands.

Pool applications and the Covid waivers will have to be completed for pool registration. They will be sent as an email blast and added on the website with options to email or mail in the forms.

Pool tags will be issued this year and the committee plans to have an in-person registration on May 23. If people miss the in-person sign-up, they can register at the pool when it opens.

Pool rules will need to be updated. Under the most recent Covid guidelines we will not have to monitor the number of people at the pool; however, people will need to display their tags.

Mr. Ancona indicated that he turned the pool water on but did not turn on the bathroom water. He will probably do that next weekend. The doorknobs/locks on the buildings at the pool need to be checked, since the lock on one door does not seem to catch and Mrs. McCurdy had difficulty opening the women's restroom.

## **MANOR HOUSE**

The Manor House has been under repair for two weeks. The large hole in the roof has been properly repaired with special wire to keep animals out. Other holes have been patched as well. The back windows and trim were painted and the back of the Manor House was power washed. The Carriage House repairs included installing gutter and downspouts on the front of the house (gutters and downspouts need to be installed on the back of the Carriage House to prevent further crumbling of the foundation), the chimney was patched and painted and power washing was done on some areas.

Mrs. Dettra indicated that Mike Jenks and his crew have been professional and take pride in doing a good job. A problem arose with the use of outside water—neither the Manor House or the Carriage House have outside spigots and we should consider having outdoor spigots installed. The gutters and downspouts of the Manor House are scheduled to be cleaned in the beginning of May.

Mrs. Dettra thanked Mr. McFadden and Mr. Ruzicka for their assistance in cleaning out the raccoon mess on the third floor of the Manor House. Their help was greatly appreciated.

Mrs. Dettra suggested we consider having the Manor House professionally cleaned once or twice a year—windows done, floors polished, etc.

With the change in relaxing of the Covid restrictions, it was felt we should change our Manor House rental policy to be consistent with the Governor's current plan beginning June 1. While the Board still did not feel comfortable with inside parties, the grounds of the Manor House will be available for outdoor rentals only as of June 1. The kitchen and bathroom facilities will be open for use. A notice will be written up and the update will be posted on the website.

It was felt that the Board should consider increasing the Manor House rental fees; however, perhaps some improvements should be made to the inside before we do that. It was suggested that another clean up day be set up with a dumpster rental to get rid of some of the unwanted furniture and trash on the second and third floors.

## **MAINTENANCE**

Mr. Ancona contacted Dylan Hale for an update on the start date of the sidewalk repairs and he indicated that they plan to begin work the week of May 24. Hale had to push back the start date due to bad weather that pushed back other work that had been booked ahead of us.

It was suggested posting on the website that residents who would like personal sidewalk work done can contact Hale & Son directly and the work can be tied into when they are doing the community association work.

## **ARCHITECTURAL CONTROL**

Resident at 31 York Street submitted application to install new roof.

Resident at 191 Commonwealth submitted application to install radon mitigation system.

Resident at 329 Canterbury Court submitted application to install fencing.

Resident at 44 King Charles submitted application to install new roof.

The above applications were all approved during the month via email.

## **PUBLICITY**

Our webmaster has been keeping a running tally on the website for the number of emailed votes received for the upcoming election. We currently have 23 posted. That number does not include hand delivered or mail-in ballots.

## **OLD BUSINESS**

With no further business, the meeting adjourned at 8:25 p.m. The Annual Meeting will be reconvened on Tuesday, June 1, 2021 starting a 7:30 p.m. in the Spring House, with the regular meeting following immediately thereafter. Masks will be required.

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 1, 2021**

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, June 1, 2021. 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, Maddison McCurdy, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann and Katie Lumkowski.

The minutes of the May meeting were approved as submitted.

### **TREASURER'S REPORT**

Mr. Donatelli distributed the final copy of the Newtown Crossing Community Association Financial Statement as of December 31, 2019 which had previously been approved.

Mr. Donatelli also distributed and reviewed the April 30, 2021 P&L Statement, the January 1 to April 30, 2021 P&L YTD Comparison Statement and the Balance Sheet as of March 31, 2021. Income for the month of April totaled \$43,550 and expenses totaled \$14,450. YTD income as of April 30, 2021 totaled \$115,878 and operating expenses total \$49,315. Principle payment on the loan totaled \$6,027, playground mulch totaled \$2,455 and O'Brien's Tree Service totaled \$950 for total cash outlay of \$58,747, resulting in a positive cash flow of \$57,131.

Assets and Liabilities/Equity as of March 31, 2021 totaled \$421,290.

Mr. Donatelli surveyed the Board members and officers as to whether they wanted to renew their membership in Sam's Club or another discount club.

Mr. Donatelli reviewed the state of delinquent accounts and had previously emailed a list of delinquencies, but he cannot verify how many of these have been paid until the next assessment balance report is received. An amount of \$4,700 was received from previously past-due notices that had been sent. Question was raised regarding the delinquent account of Mr. Alan Weiner who current owes \$5,400. This account will be referred to our attorney for court action.

We received a letter from our auditor who wanted proof that the lawsuit regarding the sidewalk fall was settled. That matter has been resolved and Mr. Downey forward that information to the auditor.

### **POOL/RECREATION**

The pool open for the first day of the season on Memorial Day and things went well.

Mrs. McCurdy inquired as to how the people we have hired to check pool tags will be paid. Mr. Donatelli felt the best method would be to pay the individuals and give them a 1099 at the end of the season. The employees will need to complete a W-9, which will include name, address and social security number, and those forms would be forwarded to Mr. Donatelli.

### **MANOR HOUSE**

Mrs. Dettra reported that no rentals are scheduled for June, but she expected to get requests as people get back to pre-Covid living.

The gutters and downspouts were cleaned in May. Mike Jenks and his crew continue to work on repairs for the Manor House and the Carriage House. The Manor House basement door was repaired and secured with locks. A screen was repaired, the Carriage House chimney was repaired and the Carriage House garage doors were improved.

Termites were found outside the Carriage House and confirmed by a local termite company. Mrs. Dettra recommended that the area be treated before it gets worse. The Board agreed that this should be done and gave Mrs. Dettra authorization to contact an exterminator.

There is crumbling sidewalk outside of the Carriage House that is a safety hazard and should be repaired. It was suggested that Hale & Sons look at the crumbling sidewalk outside of the Carriage House while he is doing the other sidewalk repairs. Pete said he would look at this and have Hale give a quote. Depending on cost, this may be need to be deferred until 2022.

We had previously authorized Mike Jenks to do work at the Manor House and the Carriage House. He is just about finished. We have already paid him \$2,700 and still owe another \$2,700. We also authorized Michael Antolino to point the far side of the Manor House. The cost of those repairs are \$925 and he will be working on that during the first week of June

## **MAINTENANCE**

The sidewalk contractor has been marking off the scope of work of the sidewalk repairs. We have included on the website that any residents who also want to privately have work done, can contact Hale & Sons directly.

Complaint was made that the grass is about two feet high at 115 Canterbury and was suggested that we contact the Township directly regarding this.

The Township has been marking out the sidewalk curbs in preparation for road repairs on Canterbury, Commonwealth and Candlewood which are slated for street paving this year.

A suggestion was made to Mrs. Urquhart, and passed along to the Board, that lighting be added to illuminate the Newtown Crossing entrance signs. While hardwiring electric would be costly and possibly not possible, solar lighting could be explored.

Mr. Ruzicka had received a quote form O'Brien's in the amount of \$2,500 to take care of trees on Hidden Valley and taking up the tree on common ground behind Mr. Lionetti's house. Mr. Ancona made a motion to approve an expenditure of \$2,500 for this work, Mrs. McCurdy seconded the motion, and the motion carried.

Pete and Carl plan to review the trees along Mill Pond to see which ones need to be elevated, and O'Brien's indicated they could do this a little at a time at a good price.

## **ARCHITECTURAL CONTROL**

Resident at 131 Chesapeake submitted application to install new windows

Resident at 32 York Street submitted application to install roof

Resident at 330 submitted application to install deck

Resident at 210 Union Street submitted application to install siding.

The above applications were all approved during the month via email.

**PUBLICITY**

Mr. Ehmann has been working on a pool application which could be filling in on-line and emailed in. While not ready for this year, he will work this out for next year. He would also like to develop a secure method for voting on-line in the future.

**OLD BUSINESS**

Mr. Ruzicka will follow-up with the Township regarding the 311 W. Hanover property.

With no further business, the meeting adjourned at 8:32 p.m. The next meeting will be held on Tuesday, July 6, 2021 starting a 7:30 p.m. in the Spring House.

Respectfully submitted,

Joanne D. Urquhart, Secretary

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

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

### **July 6, 2021**

*The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, July 6, 2021. The meeting was called to order at 7:33 p.m. by the president, James Downey, with the following Board members and officers present: Michael McFarland, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Also in attendance were Joe Dalessandro, Fred and Barbara Ehmann, Betsy and Len Mizia, John Pikulak, Alison Kelley, and Scott Sysler.*

The minutes of the June meeting were approved as submitted.

### **TREASURER'S REPORT**

Mr. Donatelli distributed and reviewed the auditor's preliminary copy of the NCCA Financial Statements as of December 31, 2020. Mr. Ruzicka questioned Item c on page 6 regarding member assessments. "As of December 31, 2020 the Board has provided an allowance of \$0 for estimated uncollectible assessments. It is the opinion of the Association's board that all assessments receivable are collectible in full." Mr. Ruzicka felt that there may be foreclosure cases when we will not be able to collect all past-due assessments; therefore, he felt that this statement is not totally accurate. Mr. Downey felt that on page 8, under item 3 "In 1997, the Association took over responsibility of the storm sewers from the township" was misleading since, in fact, the Township made us take over that responsibility.

With the above noted comments Mr. Ruzicka made a motion to approve the preliminary audit. Mr. McFarland seconded the motion and the motion carried.

Mr. Donatelli also distributed and reviewed the May, 2021 P&L Statement, and the January 1 to May 31, 2021 P&L YTD Comparison Statement. Income for the month of May totaled \$20,452 and expenses totaled \$12,606. YTD income as of May 31, 2021 totaled \$136,330 and operating expenses total \$61,921.

Mr. Donatelli reviewed the status of collection notices sent.

### **MEMBER PARTICIPATION**

A number of residents who live near 311 W. Hanover attended the meeting to inquire about the status of where the Association stands relative to this property. The condition of this property has been a concern to both the neighbors and the Association for years; and, while the Association has written numerous letters to the Township and multiple other agencies, we have had little success in getting the abandoned cars, litter and rubbish removed from the premises. The condition of this property has impacted the value of neighboring houses. It is believed that no one is currently living in the house.

The neighboring residents have also been working on the problem for years and have also contacted multiple agencies. The agencies have responded in a kind manner but to date nothing has been done. Residents have even offered to help clean up the property; however, the community cannot clean up the property without the permission of the owners

Apparently, the fire department has indicated that they would not go into the house if there was a fire on that premises, since it would not be safe to enter the house. If that is the case, it was asked why this house has not been condemned. The township would have to vote to move forward to enforce their own ordinances for this to happen.

The Board reviewed what the Association has been doing regarding this situation. Letters have been written or copied to the owners, Newtown Township Codes and Enforcement, Bucks County Department of Health, the Township Manager, Board of Supervisors, Bucks County Agency of Aging and the Newtown Township Fire Department. It has been frustrating on the part of the Association and the neighbors that still nothing has been done regarding the condition of this property. Mr. Ruzicka has recently been in contact with Micah Lewis, Newtown Township Manager. Mr. Lewis said he would get the abandoned vehicles out of the driveway if the owners do not move them; however, there are a lot of other items such as lawn mowers and other discarded items littering the property. Mr. Lewis indicated it would be a tough time getting rid of everything else since it is not "garbage". However, there are ordinances regarding "litter" and "rubbish" and the definition of those words are "worthless items that should be thrown out" and "untidy accumulation of objects lying around". There are specific Township ordinances which apply to "litter" and "rubbish" which could be enforced by the Township.

At this point the Township does seem to have an agreement with the owners to remove some of the abandoned vehicles in the driveway. If the vehicles are not moved, then the township can remove those vehicles. The abandoned vehicles are part of the problem, but not the entire problem.

At this point it was felt we should continue to work with the Township Manager, and Messrs. Downey and Ruzicka to try to meet with Mr. Lewis. In one of our letters to the Township Mr. Downey cited specific ordinances which can be applied this to property. If progress is not made with the Township Manager, then an approach through the political angle of the Board of Supervisors could be taken. The residents in attendance offered to attend any future meetings regarding this property and offered to do anything they can to form a partnership with the Association to take action to get the property cleaned up. It seems apparent that the owners themselves will not do anything on their own to clean up the property.

The residents in attendance were appreciative and thanked the Board for its efforts in this matter.

## **POOL/RECREATION**

Mr. Donatelli reported that the pool expenses will go over budget for this year and excess expenses for 2021 will be taken out of what was left over from 2020's budget when the pool was not open for the season.

Since we could not open the pool in time, it was felt that money should be withheld or we should get a refund or reduction in our bill from the pool management company for times when the pool was not open.

Suggestion was raised about putting security cameras at the pool. This would probably be a costly expenditure.

## **MANOR HOUSE**

There are no Manor House rentals scheduled for July. Mrs. Dettra has had several inquiries and two bookings for the fall.

Mike Jenks has completed work at the Manor House and the Carriage House. The Termite Exterminator is scheduled for the Carriage House for the week of July 12. Mrs. Dettra indicated that the front doors need to be painted; however, Carl felt the entire downstairs needs to be painted so the door painting should be included in the overall downstairs painting and budgeted for the future. He also indicated that there is wood rot that should be repaired and a composite material could be used to fix the wood rot.

## **ARCHITECTURAL CONTROL**

Resident at 73 King Charles Lane submitted application to install new roof. Application approved as submitted.

## **PUBLICITY**

The Ehmanns reported that there will be a popsicle event that will be publicized. It was felt that an email blast should be sent in the event of pool closures.

## **OLD BUSINESS**

A resident in attendance had noticed some signs posted in the wooded area and questioned whether trees were going to be removed when the Arcadia project begins. No trees will be removed in the wooded area that belongs to NCCA. Those trees will remain as a buffer.

With no further business, the meeting adjourned at 8:45 p.m. The next meeting will be held on Tuesday, August 3, 2021 starting a 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 10, 2021**

*The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, August 10, 2021. 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, Maddison McCurdy, Michael McFarland, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Also in attendance were Taryn Capaldi, Michael Dooley, Judy McCann, Lorrie Strange, and Tara Zengolewicz.*

One correction was made to the July minutes—first sentence of the second paragraph under “Treasurer’s Report” should read, “. . .Mr. Ruzicka made a motion to approve the preliminary audit.” The minutes were approved as corrected.

### **MEMBER PARTICIPATION**

A resident in attendance brought up concerns about common ground trees overhanging her property and she has had an arborist look at the trees. The arborist suggested taking part of the weight off of one tree or running a cable to the other part of the tree that would prevent the tree from falling on the house in the event of a storm. She offered to absorb the cost of this procedure. The Board did not have a problem with the resident taking that action on a common ground tree as long as the resident would also maintain any future cable maintenance on the tree. It was pointed out by the Board that if a resident has a problem with tree branches overhanging their property, they have the right to elevate or trim branches that are overhanging their property regardless of whether the overhanging trees are on common ground or on a neighbor’s property.

The resident raised further concerns about the condition of all of the trees on common ground and the danger that could result if a tree fell. She suggested that the Board retain the services of an arborist to review all of the trees on common ground on a regular basis with a long-term plan for maintenance of the trees to ensure safety. The Board pointed out that the Board does review trees when residents have raised concerns regarding trees on common ground and we do not just wait until the trees fall before we take action. Mr. Ruzicka noted that during the ash borer infestation we were proactive in having trees examined and identified as to which trees should be removed and which trees should be treated. The Association spent over \$10,000 for treatment of these trees.

It was also pointed out that some of the trees on common ground that have required maintenance were not planted by the Association but by individual residents, but the Association has been burdened with the cost of maintaining some of those trees as they age.

The resident advocated for a long-term program for reviewing trees on common ground and hoped that the Board would consider contracting with an arborist to review trees and be proactive with trees. The Board indicated it will consider her suggestion.

Resident on Bucks Meadow had a tree from common ground fall onto her property and destroyed a new fence. She was seeking reimbursement from the Association for the deductible on her insurance. She indicated that the previously owner had expressed concern to the Association regarding this tree and felt the Association should share some responsibility; however, Mr. Ruzicka indicated that particular tree had not been the subject of concern from the previous owner. Many trees in our development are mature trees, and in a storm it cannot be predicted which trees will fall. It may be obvious after a tree falls that it was decayed, but that cannot be predicted prior to the fall. It has been the Board's policy not to remove healthy trees just because they are tall enough that they could hit someone's property. If a neighbor's tree falls on a homeowner's property, the homeowner is responsible for any damage to their own property and any deductible in their insurance is picked up by the homeowner.

## **TREASURER'S REPORT**

Mr. Donatelli distributed and reviewed the June, 2021 P&L Statement, and the January 1 to June 30, 2021 P&L YTD Comparison Statement. Income for the month of June totaled \$2,739 and operating expenses totaled \$23,142. YTD income as of June 30, 2021 totaled \$139,069 and operating expenses total \$85,064. Reserve expenses YTD totaled \$35,000.

Mr. Donatelli reviewed the status of delinquent assessment notices that were sent out for the first quarter. Payments were made on the following accounts: Sikora - \$343; Molosag - \$901; and Malvey - \$1031. Mr. Donatelli indicated that the McGee account keeps promising to pay; however, has not and he would leave it up to the Board as to the disposition of that account. Mr. Downey reported that the Weiner hearing is scheduled for September 3.

The Board felt we should take a harder stance on repeat offenders, especially those who have been delinquent for several years, since it is not fair to the rest of residents who consistent pay their assessments.

Correspondence sent and received during the month was reviewed. One letter was sent to a resident regarding tree and bush cuttings that were dumped on common ground and a second letter was sent to a resident regarding trimming back bushes overhanging the sidewalk.

## **POOL/RECREATION**

Mrs. McCurdy reported that the past month was a bad month for the pool. The pump is now back on and the pool water is now clear. Mrs. McCurdy was not happy with the pool management service this year and a lot of the work was dumped on her instead of being handled by the pool company. Mismanagement was a problem this year with the pool management company. There was a total lack of urgency by American regarding issues and getting help for these issues, and the lifeguards were totally untrained regarding pool issues. Since we have not been happy with our pool management company this year, we will need to decide whether to renew American's contract, since a cancellation letter needs to receive by them by September 9 via written certified mail. It was decided that we will not renew their contract and will bid out with other pool management companies. We should also not automatically go with the lowest bid in the future. Mr. Ruzicka suggested Village Shires' pool management company, Fox Pool Service, since his daughter lives there and, apparently, they have never had any problems.



There were multiple cases of vandalism this year in which the lifeguard stand and other items were thrown into the pool. Vandals have been jumping over the fence to access the pool at night. Maddison wanted to reach out to the police to ask them to do drive-throughs by the pool area at night. She also asked if the lights were sensor for movement and suggested installing internet at the pool. She felt we should look into an internet option with a ring camera which picks up motion and will send it to a phone as a text alert with a picture, whereby the police could be then be called. It was mentioned that this service is relatively inexpensive with a one-time installation payment and minimal monthly fee. This is something that should be considered for next year.

## **MANOR HOUSE**

No rentals are scheduled for August; however, Mrs. Dettra has received inquiries for future rentals and has recently met with several potential renters. With the new spike in Covid cases, people appear hesitant to make future plans for large gatherings.

The Manor House could use a good cleaning. Mrs. Dettra has managed to keep it swept and dusted, but it really needs a thorough cleaning, especially the floors and bathrooms. She offered to look into the cost of a one-time cleaning and asked whether this could be done. Mr. Donatelli indicated that due to unforeseen Manor House expenses this year, the Manor House is already over budget for the year and felt we do not have the money to spend for the cleaning.

Last year we contracted with REIT for the purchase of oil for the Manor House and we locked in a price for the year. Carl offered to contact them to see what price we might get from them this year.

On July 23 Mr. McFarland and Mr. Downey made a walk-through inspection of the Carriage House to identify any potential repairs and to evaluate the current rental price of the property. The Carriage House rent has remained the same for a number of years and it was felt that an increase in the monthly rental was warranted.

## **ARCHITECTURAL CONTROL**

No applications for approval were submitted during the month.

## **SOCIAL**

Lorrie Strange reported that \$300 was received for social events during the summer. Since the first originally scheduled event was cancelled because the pool was closed, Mrs. Strange wanted to hold another event at the pool that would be a little bigger than usual and requested additional funds for that event. The Board approved an additional \$75 for that event. The pool events have been very well received, and receipts spent for summer social events at the pool will be submitted to the treasurer at the September meeting. Mrs. Strange was thanked for organizing the pool activities.

Mrs. McCurdy and Mrs. Strange had discussed the pool snack shack which had been opened several years ago and there was an interest in re-opening the snack shack at the pool next summer. They wanted to give the Board advance notice of this. The Board was agreeable to opening the snack shack next year. It was suggested that in the spring, a proposal be presented to the Board as to how much money would be needed to initially stock it, who would run and staff the snack shack, and where any profits would go. Mrs. McCurdy felt that internet should be available at the pool and perhaps some of the proceeds could be used for this and for security at the pool.

## OLD BUSINESS

Jim and Carl met on July 20 with Micah Lewis and Chief Forsythe who had previously communicated with Mr. Clark, the owner of 311 W. Hanover. The van, truck and some of the junk in the driveway have been removed. It was mentioned that the clean-up of the property will go a lot faster with the owners' cooperation and Chief Forsythe emphasized with the Clarks that NCCA is not trying to harass them. Mr. Ruzicka expressed concern that the 4 lawn mowers, multiple motorcycles, lawn edger and power washer—all which could contain gasoline—could pose a potential hazard to the property and neighboring houses. This is a property that could put firemen in peril if there was a fire and firemen have been instructed not to enter the premises if there was a fire, yet it seems unbelievable that there is nothing that can be done by the township and that the township feels powerless pursuing action regarding this property.

Mr. Ancona reported that he attended the recent planning commission meeting. The settlement agreement has divided the Arcadia matter into two pieces—the development itself and the access issue. The development piece was up before the planning commission and that portion has been approved. The access is still an open issue. PennDOT has currently dismissed everything except for the passenger car permitted U turns at Buck Road and Mill Pond. Large trucks and construction vehicles will not be able to make U turns and part of the settlement agreement was that no construction vehicles would be permitted on Mill Pond. The traffic decision appears to be based on a study done by an engineer that was hired by Arcadia that show longer cues on the bypass; however, the signals do not have to be the same or activated on every cycle. Mr. Ancona felt this needs to be looked at further. For the Township to get a fair assessment, they should have someone that will look at the general safety of the community rather making a decision based on Arcadia's hired engineer. The access issue should not be dropped, that issue needs to be further addressed and we need to keep pushing. Eagle Ridge, Crown Pointe and NCCA were listed as interveners on this issue according to attorney Steve Harris, since the paperwork for NCCA to be an intervener was submitted; however, on PennDOT's records we were not listed as interveners. Jim will follow up on that issue.

With no further business, the meeting adjourned at 9:20 p.m. The next meeting will be held on Tuesday, September 7, 2021 starting a 7:30 p.m. in the Spring House. Masks will be required.

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 7, 2021**

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, September 7, 2021. The meeting was called to order at 7:39 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Maddison McCurdy, Michael McFarland, Robert Donatelli and Joanne Urquhart.

Several corrections were made to the August minutes. Under Member Participation, second paragraph, the last sentence should read "The Association has spent close to \$20,000 for treatment of these trees." Prior to the meeting, Mr. Ruzicka had suggested deleting the entire last sentence of the first paragraph under "Old Business"—"This is a property that could put....." The Board felt it was not necessary to incorporate any other changes other than these, and the minutes were approved with those changes.

### **TREASURER'S REPORT**

Mr. Donatelli distributed and reviewed the July, 2021 P&L Statement, and the January 1 to July 31, 2021 P&L YTD Comparison Statement. Income for the month of July totaled \$40,024 and operating expenses totaled \$22,211. YTD income as of July 31, 2021 totaled \$179,093 and operating expenses total \$107,275. Reserve expenses YTD totaled \$35,000.

Status of delinquent accounts was reviewed.

Correspondence sent and received during the month was reviewed. Certified letters were sent to American Pool representatives and a letter had been sent to State Rep. Perry Warren regarding the Arcadia Entrance/Egress issue.

### **POOL/RECREATION**

The pool has been closed. Mrs. McCurdy will be reach out to pool management companies to quote on next year's services.

Mrs. McCurdy received a request that we purchase a new tennis court net. Concern was raised that if we put new nets up with the courts having large cracks in them, injury might result with people playing on the courts. It was actually felt that the existing nets should be taken down to discourage use of the courts. Mr. Ancona offered to call Premier Paving, who may be able to do some temporary repairs at a reasonable cost for 2022. One court is somewhat usable and that appears to be the court that people have been using. One Board member suggested that perhaps the courts should be locked up as they are in need of repair. A committee had previously looked into repairing the courts and the cost to replace the courts was just so expensive, in the \$80,000 range for one court, and even to dig up and replace the courts with grass was expensive. During past discussions it was felt that at least one court should be kept and maybe grass over the other courts. It was suggested looking into just repairing the cracks in the courts and get new nets for next year until we have the funds to completely repair the court(s). It was also suggested that we should send out an update to the residents indicating a timeframe as to when temporary repairs might be done and then eventually more substantial repairs.

## **MANOR HOUSE**

One rental is scheduled for October 3, which will be outside as much as possible. The renter will follow all Covid masking and safety guidelines.

Mr. Ancona was thanked for taking care of the pole light issues by the Manor House last month. Mrs. Dettra met with George Hepp who expressed some concerns regarding electrical issues in the pumphouse and the pool area. The electrical work in those areas need to be updated to avoid further damage. We should get an estimate from George Hepp for needed repairs in that area for inclusion in the 2022 budget.

## **MAINTENANCE**

There is a sink hole behind 9 S. Lancaster Lane which could be a bigger issue than just a cracked pipe. Mr. Ancona felt it would be worthwhile to have an internal inspection done to get an idea of the scope of the work. There may be sections that have actually separated and may need extensive repair. Monies for more extensive repairs could be included in the 2022 budget. In the meantime, it was suggested having Moran do temporary repair in the area. Mr. Ancona offered to talk to Moran regarding this. There is currently \$41,000 in the storm water management fund, which could be tapped for the inspection work. The Board agreed that an inspection should be done.

## **ARCHITECTURAL CONTROL**

Resident at 24 York Street submitted an application to install new siding and paint shutters, and remove outgrown landscaping. Application was approved via email during the month.

With no further business, the meeting adjourned at 8:10 p.m. The next meeting will be held on Tuesday, October 5, 2021 starting a 7:30 p.m. in the Spring House. Masks will be required.

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 5, 2021**

*The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, October 5, 2021. The meeting was called to order at 7:28 p.m. by the president, James Downey, with the following Board members and officers present: Peter Ancona, Maddison McCurdy, Michael McFarland, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann.*

The minutes of the September meeting were approved as submitted.

### **TREASURER'S REPORT**

Mr. Donatelli distributed and reviewed the August, 2021 P&L Statement and the January 1 to August 31, 2021 P&L YTD Comparison Statement. Income for the month of August totaled \$24,513 and operating expenses totaled \$15,972. YTD income as of August 31, 2021 totaled \$203,606 and operating expenses total \$123,246. Special assessment expenses YTD totaled \$50,357, for a total YTD cash outlay of \$173,603, and a positive cash flow of \$30,003 as of August 31, 2021.

Status of delinquent accounts was reviewed. Past-due payments totaling \$3,921 were received on three accounts as a result of lawsuits filed and judgments were obtained on two other past-due accounts in the amount of \$7,072.50.

A budget meeting will need to be set up during the month of November.

Correspondence sent and received during the month was reviewed. A letter was sent to the tenants of the Carriage House to invite them to meet regarding an increase in rent. The Board met with the tenants prior to the start of this meeting.

A letter was sent to 20 Cherry Lane regarding dumping of debris on common ground. Mr. Ruzicka would like to have Moran and the resident at 20 Cherry meet to resolve the issue of debris on common ground, since there seems to be a conflict of interpretation on the part of both parties. Mrs. McCurdy found a FedEx envelope in the pool shack that had been sitting there since July.

We received a written complaint from a resident that notice was not given to residents regarding the recent paving of the streets. While NCCA did attempt to notify to the best of our ability, it was not NCCA's responsibility to notify residents who were affected by street closures as a result of the paving. The paving has now been completed.

### **POOL/RECREATION**

Mrs. McCurdy reported that the pool has been covered but when she went to the pool the other day, items were laying outside, the trash cans were still full, and it was a mess at the pool. It was assumed that the pool management company would put everything away at the end of the season as part of the closing of the pool. We will need to write specs for what is needed of the pool management company for future years.

We will need to make sure that the pool has been winterized by the management company and make sure that everything has been done properly. Mrs. McCurdy will contact the pool company to ask what was done to winterize the pool and then we will need to verify that the work indicated has actually been done.

The Board had sent a certified letter to American indicating that we did not want to renew our contract for 2022. Mrs. McCurdy indicated that she received an email from American indicating they, in turn, had sent us a letter and informed us that we are not able to cancel their contract because they gave us an estimate for a two-year contract. However, their contract indicated that the contract could be cancelled with a certified letter sent prior to September 6, 2021, which we did. American would like to meet with us and discuss how they can remedy the problems of this year.

Mrs. McCurdy will be soliciting quotes for pool management services for the 2022 pool season. She had contacted Fox but has not yet heard back with a quote from them.

## **MANOR HOUSE**

One rental was cancelled due to concerns with Covid. No other rentals are scheduled for October.

Due to the Manor House basement flooding, 3 to 4 inches of water was pumped out by Seifert Plumbing. Quik Construction removed all wet, moldy material and all other items from the basement, then treated the area for mold and mildew. Quik also submitted a proposal to repair the basement ceiling. They suggested putting up 4'x8' plywood to prevent the rest of the ceiling from coming down. It was requested that Quik Construction determine where water entered the basement. Pictures of areas that need to be sealed up were sent to the Board. Mrs. Dettra wanted the Board to inform her whether Quik Construction should submit a proposal for repairs, if not for this year, then next year. Mr. Ruzicka did not think that plywood should be put on the ceiling when we should be determining the source of the water. Plastic window shields could possibly help. Perhaps a sump pump system might also be advisable in the future.

Mr. Ruzicka indicated that there are holes in the stone walls of the Manor House that need to be pointed where water and animals could be coming in. Mr. Ruzicka will get an estimate for that work.

Mr. Ruzicka contacted REIT regarding oil deliveries for the Manor House. The heater service contract price was \$259. Lock-in price for the season would be \$3.39 per gallon. We could go with a lock-in price or just pay the going rate during the season. Mr. Ruzicka has been following the oil prices and there may be shortage, so we should probably not expect prices to go down. The Board agreed that we should lock in at the price of \$3.39 per gallon.

## **MAINTENANCE**

Mr. Ancona talked to Platinum Paving regarding the tennis court. Platinum indicated they have paved tennis courts but are unable to line the courts. Mr. Ancona will meet with a representative at the tennis courts to get a budget estimate on demolition of one or two courts along with an estimate for resurfacing one or two courts, which would be ready for painting.

Mr. Ancona spoke to several contractors regarding the sink hole behind S. Lancaster Lane and obtaining a pipe inspection on the common ground. The results of that inspection will determine what work will need to be done and that in turn can guide us toward a contractor who can do the work.

Mr. Ancona will contact George Hepp about getting an estimate for electrical work in the pump house. The subpanel in the pump house is deteriorated and the ceiling fan does not work and should be replaced. It was also suggested that Hepp be asked as to whether he could install a security camera at the pool, in light of the numerous cases of pool vandalism this past season. Estimates for this work will be requested for budget purposes.

## **ARCHITECTURAL CONTROL**

Resident at 77 King Charles submitted application to install an outside generator in the front of his townhome. Mr. Ruzicka could not find any other townhomes where a generator was in the front of the home. Concern was raised regarding the noise that would be created and the appearance of it in the front of the townhome. Power is not out that often, but the generators are programmed to run periodically. The Board approved the application with the stipulation that no generator will be permitted in the front of the house.

Resident at 24 York Street submitted application to paint the front door and window shutters and clean up overgrown landscaping. This application was approved during the month.

## **PUBLICITY**

We currently have 542 email subscribers to our newsletters. The last newsletter that was just distributed was opened by just under 50% of the people.

## **OLD BUSINESS**

We had a complaint about a resident running a business out of his house on Hickory Lane. The complaining resident wanted us to reach out to the Township to report it. This falls within the ordinances of the Township and Newtown Crossing has no standing to make a complaint and no authority to police and enforce Township rules or ordinances. The resident needs to contact the Township.

With no further business, the meeting adjourned at 8:34 p.m. The next meeting will be held on Tuesday, November 2, 2021 starting at 7:30 p.m. in the Spring House. Masks will be required.  
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 2, 2021

*The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, November 2, 2021. The meeting was called to order at 7:34 p.m. by the president, James Downey, with the following Board members and officers present: Maddison McCurdy, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Also in attendance were Andrew Kanetsky, President, and Justin Kanetsky, Regional Manager, of American Pool.*

The minutes of the October meeting were approved as submitted.

### MEMBER PARTICIPATION

Andrew Kanetsky and Justin Kanetsky of American Pool attended the meeting to discuss our cancellation of the pool management contract with them and to discuss concerns regarding the 2021 pool season. According to our contract we were able to cancel our agreement for the following year if notice was received via certified mail by September 9, 2021. Notice to cancel was duly sent and received by American prior to that date.

Mr. Downey advised the American pool representatives that the reports he heard were that the performance of the pool service for the 2021 season was unsatisfactory and for us to renew the contract would be imprudent on our part. Lengthy discussion followed regarding the past pool season and American expressed their side of the situation.

American reviewed some notes that they received regarding our dissatisfaction during the year, and they felt that a lot of the concerns revolved around the filter system and the pump going down, with a different vendor involved in that situation. They indicated that they never saw our pool prior to submitting their bid; and that once they were awarded the contract they realized that the pump needed work. If they had seen that beforehand, they might have bid the contract differently. They indicated the pump is obsolete and the plumbing is insufficient which they felt contributed to the issues this past summer. The chemical readings were too high but they felt that was attributed to the pump. They felt they were not adequately prepared for the condition of the pool since they came in late and had not seen the pool beforehand. They also indicated that, even though lifeguard prices will be going up next year, our price would be locked in and hold true for next year, so it would be advantageous for us to continue with them. Rates would be higher next year with another pool management company.

Andrew Kanetsky admitted that staffing was a problem this year and that it was difficult getting lifeguards to handle all of their contracts. He further admitted that they probably should have only accepted contracts for which they had sufficient guards and cancelled some of the other contracts instead of trying to service everyone and spreading lifeguards around as much as they could.

Mrs. McCurdy expressed that her biggest problem was that she was thrown into overseeing the pool and did not know the logistics of dealing with the pool management company. She felt the guards were not trained properly. Many of them said they did not do how to do anything—how to clean the tiles, vacuum, brush the pool, how to tell if the pool is cloudy--the pool was cloudy for days before it turned green. Residents were informing her that the pool was cloudy. Mrs. McCurdy felt it was ultimately an American Pool management issue. Because she had previously worked as a lifeguard, Mrs. McCurdy had previous training and ended up showing the lifeguards how to do things. That should not have been her job. Andrew Kanetsky agreed to that and said that it was hard to fire anyone because of the shortage of staff. The point was raised as to whether lifeguard were not willing to do the duties of the job or whether they were never instructed as to how to



perform the duties. Mrs. McCurdy questioned whether there was someone from American who was actually in charge of and overseeing the guards.

Another issue raised was the checking of pool tags. We separately paid individuals to check pool tags, but one of the guards indicated that he already had been checking tags and did not know they were not allowed to do that duty. So we were paying thousands of additional dollars for something that the lifeguards could have been or were already doing.

Andrew Kanetsky indicated that there was a lot of misinformation that was put out during the past year. During the course of discussion he also said “the training of guards and supervision of them because of the situation they were in with their guard staff was horrible”. He apologized for that and admitted that they should have closed more pools.

Mrs. McCurdy also thought the communication with the guards was terrible and someone from American should have gone to the pool with the guards and showed them what they should be doing at each site and how to do things. She indicated that she went to the pool after the end of the summer—both bathroom doors were wide opened and not locked, the cans were full of trash and bugs, the trash cans that were not lidded were filled with water, and the benches were still out. Mrs. McCurdy admitted that she was not instructed as to what should be done at the end of the season. Communication was not good this season.

Andrew Kanetsky felt that this meeting was very valuable for them and if they did not know what we wanted they would never be able to reach our expectations. He admitted it was a horrible season, apologized for things that went wrong, but if we wanted to renew our contract, they would work for a better season next year. The contract price would hold.

There was further technical discussion about the condition of the pool pump and motor. Our current pump is not up to what capacity should be and does not meet current standards. The newer systems are designed for efficiency. Discussion included current capacity standards and options. Our system currently does not meet turnover standards and while the pump may want to push out what is required, the rest of the system is not allowing it.

Mrs. McCurdy mentioned problems in servicing our current system. It was recommended putting a door on the back side of the pump house where all of the mechanics are located since the current door does not allow sufficient accessibility.

In closing Mr. Kanetsky again admitted that that the past season was bad, but if we offered them another chance to service us, they would get a solution as fast of they can when a problem arises. There was a real problem in getting staff, the current year was the worst season that they had, and they are hoping that it was an anomaly. The Board thanked them for coming.

After American Pool left, Mrs. McCurdy reported that she had a quote from Fox Pool and, while the price is higher than American’s quote, with Fox we will not need tag checkers.

During their discussion, American raised complaints and put the blame for a poor season on the pump system and the guards not showing up. However, Mrs. McCurdy said it wasn’t the pump and plumbing that was the problem, but the problem was the training of the guards, the lack of help with training the guards and the fact that the guards did not know how to do anything. Those issues are the responsibility of the management in proper training and supervision of the guards and Mrs. McCurdy did not think that there was any overseeing of the guards. When she was a lifeguard, she was instructed on everything that needed to be done and that

training was done by the pool company. The pool company management was not good this year and that was the problem.

Mr. Ruzicka felt that when the pump had issues, the pool management company dumped the problem on Mrs. McCurdy instead of them handling it and we paid for a service which we did not get. The reason NCCA original went to a pool company was because we thought it was more efficient to have a service handle everything, but the service this year did not live up to what we expected. If we go with another pool service next year we should make sure that the company comes in and looks at the pump before the season starts and have them give us an evaluation of what needs to be done to upgrade the system before the season starts.

## **TREASURER'S REPORT**

Mr. Donatelli distributed and reviewed the September, 2021 P&L Statement, the January 1 to September 30, 2021 P&L YTD Comparison Statement and the Balance Sheet as of September 30, 2021. Income for the month of September totaled \$10,550 and operating expenses totaled \$19,031. YTD income as of September 30, 2021 totaled \$214,156 and operating expenses total \$142,557, special assessment expenses totaled \$52,500 for total cash outlay of \$195,057 resulting in a positive cash flow of \$19,099. Total Assets and Liabilities/Equity as of September 30, 2021 were \$406,333.

We had an incident in which a resident sent their school taxes to us in error and it had already been deposited into our account. The money was reimbursed.

We received past-due assessments on three accounts in the amount of \$3,921.

We had a judgement lien filed on September 15, 2021 against the Weiners in the amount of \$5,881.61.

## **POOL/RECREATION**

The electrical certificate for the pool has been good for three years but will need to be re-inspected prior to April 30, 2022.

### **MANOR HOUSE**

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

Mr. Ruzicka and Mrs. Dettra met with Mike Jenks from Quik Construction on October 9 to review outside necessary repairs to the Manor House and Spring House, and Quik sent a proposal for repairs. Mrs. Dettra met with Mike Jenks on October 26 regarding necessary repairs to the inside first floor of the Manor House. Proposal for this work will be presented at the budget meeting on November 9. Mrs. Dettra met with Mike Jenks on November 1 to discuss necessary repairs to the Carriage House. A proposal for this work will also be presented at the budget meeting.

Cleaning of down spouts could be done in December.

## **MAINTENANCE**

No maintenance items were noted.

## **ARCHITECTURAL CONTROL**

Resident at 5 King Charles E submitted application for new roof.

Residents at 105 and 103 Chestnut Drive submitted application for new driveway and new sidewalks.

Resident at 132 Canterbury Court submitted application for removal of underground oil tank and installation of new tank above ground.

All of the above applications were approved as submitted via email during the month prior to the meeting.

## **PUBLICITY**

The webmaster reported that as of the beginning of November, there were 539 subscribers to the email list, 13 new since last month.

With no further business, the meeting adjourned at 8:42 p.m. The next meeting will be held on Tuesday, December 7, 2021 starting a 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 7, 2021**

*The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, December 7, 2021. 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, Maddison McCurdy, Michael McFarland, Carl Ruzicka, Robert Donatelli and Joanne Urquhart. Also in attendance were Fred and Barbara Ehmann, Steve Hartman of Carroll Engineering and Bob Morgan.*

One correction was noted on the November minutes – third paragraph on page 3, the second sentence should read “The reason NCCA originally went to a pool company...” The minutes were approved with this correction.

### **MEMBER PARTICIPATION**

Steven Hartman of Carroll Engineering attended the meeting regarding work that they will be doing on behalf of Bucks County Water and Sewer Authority. Repair work is necessary along their Neshaminy Interceptor sewer line that runs underground and adjacent to the Neshaminy Creek behind Newtown Crossing. Mr. Hartman was invited to attend the meeting to further explain the work to be done and answer any questions that the community might have regarding this work.

BCWSA has to clear a temporary access path back to their interceptor to repair a sewer chamber that has sustained damage from Hurricane Ida. This would involve bringing in dump trucks to unload stone to place around the sewer chamber that is along the creek, as the flooding has eroded the ground around it and the stone will prevent further washout. There is a Newtown Bucks County Joint Municipal sewer easement that runs between 62 and 74 Hershey Court and Newtown Authority has given BCWSA permission to use this sewer easement for temporary access. Once past the houses and into the Association property, the sewer easement becomes BCWSA's and they would follow that easement past the storm water basin and clear an approximate 20' wide path through the woods back to the sewer chamber

It is believed that the stake out would take a day or two, the clearing about two weeks and BCWSA would bring in their equipment and the rip rap stone in early 2022 when the ground is preferably frozen to reduce chance of rutting.

The Board indicated that there may be a problem with cars that are parked on the cul de sac and suggested posting the area that no parking will be allowed in order to allow the dump trucks access. The Board asked that the residents be notified about the parking issue, what will take place and post the area. They should also contact the two property owners at 62 and 74 Hershey, since the easement is located between those two properties. Carroll Engineering will request that Bucks County Water contact the residents. They will advise that they have met with the NCCA Board and advised us of what should be anticipated. Mr. Ancona offered to be the point person if there are any problems regarding this issue.

Resident on King Charles attended the meeting regarding two of his neighbors. He indicated that one of his neighbors submitted an application to install a generator in the front of his tomehome and the Board denied putting the generator in the front of the home. He felt that should not have been denied. This resident also complained that another neighbor was denied being able to change the style of windows. Neither of these residents have approached the Board regarding these issues and the Board was somewhat puzzled as to why a resident who was not impacted by the Board's decision was complaining on their behalf. The resident in attendance felt that homeowners should be able to do whatever they want to their townhomes. The Board reminded the resident that we are a homeowners association and there are rules that need to be followed and that the impact to other townhome owners is one of the considerations that is taken into account when approving Architectural Control Applications--noise and the aesthetics play a big part in that decision. When one lives in a homeowners association, by-laws and regulations are provided prior to the time of sale which stipulate the rules that the homeowners need to follow when one lives in that homeowners association. If a homeowner does not want to follow those rules, then he should not move into a homeowners association. It was also pointed out that our association is much more lenient than many other associations.

### **TREASURER'S REPORT**

Mr. Donatelli reviewed the 2022 budget. After discussion Mr. Donatelli proposed approving the 2022 budget in the amount of \$280,00 in which assessments would remain at \$35 per month, or \$105 per quarter and the monthly breakdown of assessments would be as follows:

- \$24 operating expenses
- \$ 3 repayment of the detention basin loan
- \$ 3 storm damage/tree maintenance
- \$ 1 sidewalk repairs
- \$ 4 major repairs, Manor House, Carriage House, seal coating

Mr. Ruzicka made a motion to approve the treasurer's proposed 2022 budget in the amount of \$280,000. Mrs. McCurdy seconded the motion and the vote was called: Mr. Ancona, yes; Mr. Downey, yes; Mrs. McCurdy, yes; Mr. McFarland, yes; and Mr. Ruzicka, yes. The motion carried unanimously.

Mr. Ruzicka made a motion to approve the 2022 monthly assessment rate of \$35 with the breakdown as listed above. Mrs. McCurdy seconded the motion and the vote was called: Mr. Ancona, yes; Mr. Downey, yes; Mrs. McCurdy, yes; Mrs. McFarland, yes; and Mr. Ruzicka, yes. The motion carried unanimously.

### **POOL/RECREATION**

Mrs. McCurdy met with the Fox pool management company and she showed them around the pool and the pump room. Fox did not see any problems with working with us next year. They felt we may have to replace the chlorinator, felt the pump is old and we may need to replace that. Mrs. McCurdy felt comfortable with them. After discussion, Mrs. McCurdy made a motion that we hire Fox as our pool contractors at a cost of \$39,500 for the 2022 pool season. Mr. Ruzicka seconded the motion and the vote was called: Mr. Ancona, yes; Mr. Downey, yes; Mr. McCurdy, yes; Mr. McFarland, yes; and Mr. Ruzicka, yes. The motion carried unanimously.

Mrs. McCurdy indicated that one of the playground pieces is missing a few screws. Mr. Ancona offered to take a look at this.

## **MANOR HOUSE**

Mr. Ruzicka made a motion to accept the proposal from Seifert in the amount of \$663 to replace plumbing in the bathroom at the Manor House. Mrs. McCurdy seconded the motion and the vote was called: Mr. Ancona, yes; Mr. Downey, yes; Mrs. McCurdy, yes; Mr. McFarland, yes; and Mr. Ruzicka. The motion carried unanimously.

Two Manor House rentals are scheduled for December--a community Santa Photo Op on December 12 and a private rental on December 24.

## **MAINTENANCE**

Mr. Ancona will meet with Moran regarding the drainage swale at 44 Princess and 5 King Charles so that water does not back up into the homes.

Mr. Ancona indicated that we have a lot of trees that are growing in the detention basin. Moran usually goes through and weed whacks that area so that the trees do not actually grow. There are also a lot of larger logs which are too big for Moran to remove. Mr. Ancona suggested having O'Brien go in there to get the logs chipped. Mr. Ancona offered to get an estimate and see if there is any money left in the budget to get that area cleaned out now.

## **ARCHITECTURAL CONTROL**

Resident at 170 Commonwealth submitted application to replace fencing.

Resident at 191 Commonwealth submitted application to replace fencing

Resident at 44 Princess Lane submitted application to replace siding, roof and windows.

Resident at 40 King Charles submitted application to replace fencing.

All of the above applications were approved as submitted during the month via email.

## **PUBLICITY**

An email was sent out regarding the sewer repairs. It was delivered to 539 people and 361 opened it. The year-end newsletter will be going out shortly.

With no further business, the meeting adjourned at 9:00 p.m. The next meeting will be held on Tuesday, January 4, 2021 starting a 7:30 p.m. in the Spring House. Masks will be required.

Respectfully submitted,

Joanne D. Urquhart, Secretary

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