

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

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## **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