

**MINUTES OF THE MONTHLY
NEWTOWN CROSSING COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETINGS
2024**

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NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

JANUARY 2, 2024

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, January 2, 2024, in the Spring House. The meeting was called to order at 7:35 pm by President Peter Ancona, with the following Board members and officers present, Carl Ruzicka, Robert Hewski, Katie Lukomski, Bob Donatelli, Fred Ehmann, and Susan Hepp. Barbara Ehmann was also in attendance. Michael McFarland was not in attendance. It was decided the December 5, 2023, Board Meeting minutes will be voted on at the February Board Meeting after everyone has a chance to review them.

MEMBER PARTICIPATION

None

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the November 2023 Profit and Loss Statements. Income for the month of November totaled \$27,801.05 and operating expenses totaled \$15,750.06.

CORRESPONDENCE

Mrs. Hepp reported she mailed a letter on December 19th to the owner of 330 E. Hanover stating he needs to remove the debris behind his fence that is on common ground before 30 days. After 30 days, she will notify Mr. Ruzicka to verify if this issue has been resolved or if the board will need to take further action.

Mr. Hewski reported he received a phone call from the owner of 1 E. Hanover St. stating his neighbor is unhappy with his trailer in the back yard and is wondering what the rules are concerning RV parking. After discussion, the board members agreed since the trailer is located behind the front plain of his house he is not in violation.

POOL

Mr. Ancona said the pump house renovation has been completed by Hale & Sons and the repairs look good. Mrs. Lukomski reported she contacted Fox Pool Management concerning the pool contract, requested some changes and decreasing the total cost. She was told they cannot decrease their charges for the 2024 season since we already receive the lowest fees. Mr. Ancona stated we will need to reallocate some money in the budget to cover these expenses.

RECREATION

Mr. Ancona reported he has spoken with the manufacturer of the damaged gym equipment at the playground. The manufacturer will be sending a new replacement piece which is expected to be covered under the warranty.

Mr. Donatelli reported the next step in the tennis/basketball courts renovation is to submit the loan application for an unsecured personal loan to Univest. The application needs to be signed by the president, vice-president and the treasurer. This will be completed as soon as possible when Mr. McFarland is available. After the loan is approved and the funds are deposited, Mr. McFarland will sign the contract with NJPS Court Builder, Inc. to get on their schedule to begin the renovation in the spring.

MAINTENANCE

Mr. Ancona will start checking the status of the common ground sidewalks that may need to be repaired or replaced. Mr. Donatelli stated the sidewalks may need to be delayed and the budgeted funds reallocated for the swale renovation project that was discussed at the November 7th board meeting.

Mr. Ruzicka discussed the possibility of a problem in the future with the chemicals that are used in playground rubber mulch that is made from shredded tires. Mr. Ancona mentioned there is also information that states since it is used outside and effected by the air and rain, it wouldn't be affected as much. After a discussion, it was decided to table this issue until another time.

MANOR HOUSE

None

ARCHITECTURAL CONTROL

Mr. Ruzicka reported there was one new architectural control application received tonight for Linda Taormina, 16 Princess Lane, requesting approval for a roof replacement. The application was approved by the board members.

SOCIAL

Mr. Ancona reported that the NCCA Holiday Party held on December 16th at the Manor House was very successful and well attended. Mr. Ancona thanked everyone who helped decorate the Manor House and especially Mr. McFarland and Mrs. Lukomski for the organization of the event.
PUBLICITY
Mr. Ehmann reported that the winter newsletter was emailed to the residents recently.

OLD BUSINESS

None

NEW BUSINESS

None

With no further business, the meeting was adjourned at 9:00 pm.

The next regular meeting will be held on Tuesday February 6, 2024, starting at 7:30 p.m. in the Spring House.

Respectfully submitted,

Susan Hepp, Secretary

cc

Board of Directors, Officers, Committee Chairmans

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

February 6, 2024

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, February 6, 2024, 2024, in the Spring House. The meeting was called to order at 7:35 pm by President Peter Ancona, with the following Board members and officers present, Michael McFarland, Carl Ruzicka, Robert Hewski, Katie Lukomski, Bob Donatelli, Fred Ehmann, and Susan Hepp.

A motion was made by Mr. Ruzicka, seconded by Mr. Hewski and approved by the board members to accept the minutes of the January 2, 2024 board meeting with the following changes the 2nd paragraph under correspondence, the second line is changed to After discussion, the board members agreed since the trailer is located behind the front plane of his house, he is not in violation of Newtown Township's requirements and the last word of the 2nd line under recreation is corrected to warranty.

MEMBER PARTICIPATION:

Mr. and Mrs. Dettra, the residents leasing the carriage house, spoke at the meeting with multiple items of concern. Their first request was to ask for the lease to return to an annual lease instead of the current 6-month lease that is being increased each renewal. They also presented a list of items that need to be repaired in the Carriage House. After discussion, the board members agreed they will prioritize the items according to safety and the other items will be investigated for future repairs. When there are immediate issues, the board will address them as soon as possible. Mr. Ruzicka also mentioned when there are items that need attention, they should send a list to the board in the fall so the board will have the opportunity to access them for the possibility of adding them into next year's budget. The board members also stated that they are unable to change the lease contract at this time.

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the December 2023 Profit and Loss Statements. Income for the month of December totaled \$11,139.49 and operating expenses totaled \$34,939.16.

CORRESPONDENCE

Mr. Ancona shared a Thank you note received from Pat Sherwin at 135 Canterbury Ct. thanking NCCA for the removal of a large unhealthy tree located on common ground behind her home. The board of directors really appreciated hearing that she was satisfied with the removal.

POOL

Mrs. Lukomski stated she has been in contact with Fox concerning the contract for this summer. She informed them we will be moving forward with the contract and that we are not changing our chlorine system.

RECREATION

Mr. Ancona inquired from Mr. Donatelli about the status of the loan for the tennis and basketball court renovations. Mr. Donatelli informed him that the completed application was submitted to Uninvest Bank, and he is waiting for their response. He will keep the board updated when he has additional information. After a discussion, the board members decided to wait until the loan is secured before the contract is signed with NJPS Court Builder, Inc. for the renovation work.

MAINTENANCE

Mr. Ancona reported the detention basin had approximately 3' of water in it so he pulled out the debris to unclog it to let the water drain. Some downed trees remain in the basin that could cause future blockages and he mentioned how important it is to keep the drains open to avoid another larger problem in the future.

Mr. Ancona stated he spoke to Enviroair in reference to an estimate of \$18,035 to correct the swale drainage problem located near W. Hanover Street, Churchill Lane & S. Lancaster Lane. He believes this project needs to be a priority over the sidewalk and parking pad repaving. A motion was made by Mr. Ruzicka and seconded by Mr. McFarland to fund this project by using \$ 17,000 from the sidewalk reserve account and the balance out of the pool tile reserve account. After a discussion, a vote was taken and passed by all the board members.

MANOR HOUSE

Mrs. Dettra reported there are two rentals scheduled this month:

2-4-24	Spring House	Steyn	5 Chestnut Dr.
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2-25-24	Travus Gerhart	Community Use	
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She met with the Fire Extinguisher Inspector on 1-22-24. All the fire extinguishers from Manor House, Spring House and Carriage House were inspected and serviced. There was a problem was found with an extinguisher in the Carriage House due to its age, possibly from the 1920's or 1930's. Mr. McFarland will contact Mrs. Dettra about the removal and replacement of the fire extinguisher. He will also contact Newtown Borough fire department about possibly donating it due to its age.

ARCHITECTURAL CONTROL

Mr. Ruzicka reported there were no applications this month.

SOCIAL

None

PUBLICITY

Mr. Ehmann mentioned he will be working on the spring newsletter soon and inquired if there will be a diagram and narrative of the proposed renovation of the tennis and basketball courts to be included in the newsletter. Mr. McFarland responded he will work on that information to submit soon to Mr. Ehmann. The directors discussed adding a survey for residents to reply how they would like the renovation to be set up for the best use of the area.

OLD BUSINESS

Mr. Ruzicka reported that the resident at 300 E Hanover Drive has cleaned up the debris behind his fence and on common ground as requested in December.

NEW BUSINESS

None

With no further business, a motion was made by Mr. McFarland and seconded by Mrs. Lukomski to adjourn the meeting, since the motion was passed, the meeting was adjourned at 9:00 pm.

The next regular meeting will be held on Tuesday March 5, 2024, starting at 7:30 p.m. in the Spring House.

Respectfully submitted,

Susan Hepp, Secretary

cc

Board of Directors, Officers, Committee Chairmans

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

March 5, 2024

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, March 5, 2024, in the Spring House. The meeting was called to order at 7:36 pm by Vice President Michael McFarland, with the following Board members and officers present, Carl Ruzicka, Robert Hewski, Katie Lukomski, Bob Donatelli, Fred Ehmann. Peter Ancona and Susan Hepp were not in attendance.

The minutes of February 6, 2024, were approved with no corrections.

MEMBER PARTICIPATION

The resident of 5 Princess Lane inquired about parking their travel trailer in the pool parking lot overnight before and after her early morning departure vacations. After discussion, the directors approved that she could park the trailer in the parking lot for a maximum of 24 hours each time

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the January 2024 Profit and Loss Statements. Income for the month of January totaled \$ 38,856.54 and operating expenses totaled \$5,269.48.

He also went over an invoice from deGrouchy, Sifer & Company, in the amount of \$ 5,850. Mr. Ruzicka made a motion to approve the proposal for the 2023 Audit and tax return, Mrs. Lukomski seconded the motion; after discussion the motion passed unanimously.

Mr. Donatelli reported the tenant of the Spring House deducted the cost of the furnace repair from his January rent payment without producing a copy of the repair invoice. He requested Mr. McFarland to contact the tenant to either send the invoice to Mr. Donatelli or pay the additional \$ 200 within 10 days. Also to inform the tenant he needs to pay the rent in full each month and not pay for the repairs directly to the service company.

After a long discussion concerning the financing of the tennis court's renovation, it was agreed that Mr. Donatelli will contact additional banks for additional possible financing options.

CORRESPONDENCE

none

POOL

none

RECREATION

none

MAINTENANCE

Mrs. Dettra reported a broken window was replaced in the Spring house.

MANOR HOUSE

Mrs. Dettra reported there are three upcoming rentals scheduled:

3-31-24	5 Chestnut Dr.
4-6-24	329 Canterbury.
4-13-24	150 Commonwealth Dr.

ARCHITECTURAL CONTROL

Mr. Ruzicka reported there was one application approved this month:

Mark Krotowski 113 Hidden Valley Lane Replacement of roof, siding and windows

SOCIAL

Mr. Ehmann will contact Lorrie Strange to check on the possibility of NCCA hosting an Easter Hunt this year.

PUBLICITY

Mr. Ehmann reported that he is working on posting the information on the tennis court's renovation on the website.

OLD BUSINESS

none

NEW BUSINESS

Since there will be an opening on the Board of Directors effective April 2024 since Mr. Ancona will not be running for reelection, there was a discussion concerning finding other candidates and Mr. McFarland taking the position of President of the Board of Directors.

With no further business, the meeting was adjourned at 8:23 pm.

The next regular meeting will be held on Tuesday April 2, 2024, starting at 7:30 p.m. in the Spring House.

Respectfully submitted,

Susan Hepp, Secretary

cc

Board of Directors, Officers, Committee Chairmans

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

APRIL 2, 2024

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, April 2, 2024, in the Spring House. The meeting was called to order at 7:35 pm by President, Peter Ancona, with the following Board members and officers present, Carl Ruzicka, Michael McFarland, Robert Hewski, Katie Lukomski, Fred Ehmann, and Susan Hepp. Dennis Diviney and Vince Roe were also in attendance. Bob Donatelli was not in attendance.

The March 5, 2024 Board Meeting minutes will be reviewed after its completion and voted on at the May board meeting along with the April board meeting minutes.

MEMBER PARTICIPATION

Dennis Diviney spoke about the Easter Egg Hunt he organized and held on March 30, 2024 at the Manor House lawn area. He reported about 100 children and families were in attendance and had a lot of fun. He also brought the \$150.87 receipt for his expenses for reimbursement.

TREASURER'S REPORT

Mr. Donatelli was not in attendance, so the financial reports will be reviewed at the May 7, 2024 board meeting.

CORRESPONDENCE

none

POOL

Mrs. Lukomski reported the swim team will be holding a potluck dinner on April 28, 2024 at the Manor House.

She also is starting to work on the registration forms for the 2024 pool summer season. She is looking into the logistics for registration forms to be able to be returned to her home in addition to collecting them on one or two weekends. Also, as a reminder to our residents, if you have your past years tags, you will not have a fee due, but if you need a new tag, there will be a fee of \$ 10 per tag.

RECREATION

Mr. McFarland reported the tennis courts renovations are currently on hold due to the funding of the project.

Mr. Hewski mentioned a new alternative concerning the possibility of using sport tiles to renovate the tennis court surfaces instead of repaving the surfaces, etc. He'll investigate it in more detail and will report back to the board members.

MAINTENANCE

Mr. Ruzicka reported that Moran's said the swale repair is holding up great, especially with the recent rainstorms we have had.

Mr. Ancona mentioned he spoke with Jon Moran concerning the debris in the detention basin, Jon estimated the cost to be approximately \$ 400. to remove the debris. Mr. Ancona authorized the work to be completed when the weather clears up.

Mr. Ancona had a resident of Princess Lane contact him inquiring about when the retaining wall behind his house would be replaced. Mr. Ancona stated since there is a healthy tree too close to the wall it cannot be replaced at this time.

Mr. Ruzicka reported a phone call from a S. Lancaster Lane homeowner reporting an oil leak behind his home that was caused by a severe above ground oil tank leak behind the home at 19 Churchill Lane. This leak went undetected until three neighbors down the hill on S. Lancaster Lane noticed large areas of dead grass behind their homes and over common ground property into the woods that border Neshaminy Creek. The Newtown Township police, the Bucks County Rescue Corps and the Deputy Fire Chief all responded to the situation. They put a boom down to try to control additional run off. They also reported it to the PA EPA. The homeowner was issued a citation by the EPA, ordered to remove the tank and they will be financially responsible for remediation of the damaged soil. The EPA will continue to monitor the removal and testing of contaminated soil. Newtown Crossing Community Association is not expected to have any monetary responsibility.

MANOR HOUSE

Mrs., Dettra reported there are three rentals scheduled as follows:

4-6-24 329 Canterbury Ct. resident

4-19, 20, 21- possible 3-day rental- waiting for confirmation.

4-28-24 - Mrs. Lukomski for the Swim Team potluck dinner at no charge.

She is already getting several requests for Graduation Parties for May and June.

There are no repairs scheduled for April.

CARRIAGE HOUSE

Mr. McFarland reported there is a hole in the garage floor that needs to be filled. Mr. McFarland will handle cementing the hole for the tenant. He also contacted companies for estimates for the chimney cap replacement and Hepp Electric for an estimate on the required electric work. He will report back to the board members at a future meeting with the estimates.

ARCHITECTURAL CONTROL

Mr. Ruzicka reported there was one application approved:

John & Colleen Branchi 110 Union St Replacement windows

Mr. Ruzicka also received an application from Angelo Taormina at 16 Princess Lane asking for approval to install a 20' high flagpole located 17' from the house. Carl will contact the resident for more details.

SOCIAL

It was reported that summer events are expected to be held at the pool area. The events will be posted on the website.

It was also mentioned earlier that an Easter Egg Hunt held on March 30, 2024, around the Manor House lawn was very successful with approximately 100 kids with their families attending. Thank you to Dennis Diviney for organizing and supervising this event.

PUBLICITY

Mr. & Mrs. Ehmann are working on the spring newsletter, and it will be sent out shortly. They will post about the successful Easter Egg Hunt with photos. They will also send an email to residents about the community's need for a new board member since Mr. Ancona is not running for re-election in April.

OLD BUSINESS

There was a long discussion between the board members concerning the need for a new board member to fill the occupancy left by Mr. Ancona's term expiring.

NEW BUSINESS

Since this is Mr. Ancona's last official board meeting as President, he spoke concerning the turnover of his files and records to Mr. McFarland as the incoming president of the board. The records will include a list of projects he handles on a regular basis for the community along with other records he has accumulated over his thirty-year tenure on the board of directors. All the board members thanked Mr. Ancona for his dedication and service to the Newtown Crossing Community by being on the board of directors for over thirty years. He will be missed for his extensive knowledge and calming presence at the board meetings.

With no further business, a motion was made by Mrs. Lukomski and seconded by Mr. Ruzicka for the meeting to be adjourned. The motion passed and the meeting was adjourned at 9:01 pm.

The next regular meeting will be held on Tuesday May 7, 2024, starting at 7:30 p.m. in the Spring House.

Respectfully submitted,

Susan Hepp, Secretary

cc

Board of Directors, Officers, Committee Chairmans

Addendum to 4-2-24

Board of Directors Meeting

Mr. Ancona made a motion that Newtown Crossing Community Association pay the invoice to Enviro Air Technologies in the amount of \$18,195.20. The motion was seconded by Mrs. Lukomski and passed unanimously on April 4, 2024.

Respectfully submitted,

Susan Hepp, Secretary

cc

Board of Directors, Officers, Committee Chairmans

NEWTOWN CROSSING COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

MAY 7, 2024

The regular monthly meeting of the Newtown Crossing Community Association was held on Tuesday, May 7, 2024, in the Spring House. The meeting was called to order at 7:37 pm by Vice President Michael McFarland, with the following Board members and officers present, Carl Ruzicka, Robert Hewski, Katie Lukomski, Bob Donatelli, Fred Ehmann and Susan Hepp. Barbara Ehmann and Vince Roe were also in attendance.

The minutes of March 5, 2024, were approved after a revision on the top of page two under Social was revised to read "hosting an Easter Egg Hunt". The minutes of the April 2, 2024, were approved with no corrections.

MEMBER PARTICIPATION: None

TREASURER'S REPORT

Mr. Donatelli distributed and reviewed the February 2024 and March 2024 Profit and Loss Statements. Income for the month of February totaled \$ 27,170.68 and operating expenses totaled \$ 7,721.43. Income for the month of March totaled \$ 8,433.56 and operating expenses totaled \$ 19,736.08. Mr. Donatelli reported he still has not received the proper receipt for the repairs of the Carriage House from the tenant that was requested previously. Mr. McFarland will contact the tenant again to obtain the receipt.

CORRESPONDENCE

Mrs. Hepp and Mr. Hewski reported receiving emails from a resident on Candlewood Court concerning ball playing on cul-de-sacs in the neighborhood. She complained about kids and adults playing soccer/football damaging private property on her street, including her property. She inquired about the Board of Directors enforcing the No Ball Playing rule. After discussion, it was decided that the board is not able to enforce this issue and if there is physical damage to property, the resident should contact Newtown Township Police Department.

Mr. Hewski reported that he has received many phone calls from a resident complaining about another resident walking their dog off leash and not picking up the dog's waste. After discussion, it was decided Mr. Hewski will contact the resident who is complaining to inform them to call Newtown Township Police Department to report the resident so they can investigate this issue and possibility issue the dog owner a fine.

POOL

Mrs. Lukomski reported the pool is uncovered and has been filled. Opening day will be Memorial Day weekend on May 25, 2024. She has been working on the applications so they will be ready for the residents to fill in and return by putting their application in the mailbox on the pool fence. Mr. Ehmann mentioned he will send out an email and post the information on the website.

RECREATION

none

MAINTENANCE

Mr. McFarland reported he met with George Hepp from Hepp Electric concerning the carriage house electric repairs. He obtained an estimate of at least \$ 375 to fix the outlets on the second floor and the garage. The Carriage House chimney cap was replaced and repointed. Mr. Donatelli stated these repairs can be paid for under the community complex building repair fund.

Mr. Ruzicka said there he found poison ivy growing on both the Carriage House and the Manor House. He will contact Jon Moran to remove all of it to avoid anyone encountering the poison ivy.

MANOR HOUSE

Mrs. Dettra reported there are four rentals scheduled this month as follows:

5-18-24	12 Princess Lane Resident
6-1-24	133 Commonwealth Drive Resident
6-2-24	34 York Street Resident
6-15-24	122 Commonwealth Drive Resident

Mrs. Dettra also mentioned she has been receiving many phone calls from nonresidents to rent the Manor house. She requested Mr. Ehmann post on the website that the Manor House is only available to be rented by Newtown Crossing Community residents in good standing. Mr. Ehmann stated it is already posted on the website.

She informed the board that Manor House and the Spring House had no repairs she is aware of. Mr. McFarland did notice tonight that there is a broken window in the Spring House, so he will contact Tom Adams company to have it repaired.

ARCHITECTURAL CONTROL

Mr. Ruzicka reported there were three applications approved this month as follows:

Angelo Taormina	16 Princess Lane	Flagpole
Penny Kotarski	12 York Street	Siding Replacement
Carol Buck	31 Princess Lane	Painting Garage Door, Etc.

There were two additional applications approved at the board meeting as follows:

Susan VanderWyck	186 Bucks Meadow Lane	Fence
David Pugh	106 Chestnut Drive	Fence

SOCIAL

None

PUBLICITY

Mr. Ehmann reported that he will be posting the ballot for the Board of Directors election on the website and sending an email to the residents. Vince Roe will send a personal bio to Mr. Ehmann to be posted for the residents to review for the board of director election.

OLD BUSINESS

None

NEW BUSINESS

At the beginning of the meeting the board members acknowledged since Mr. Ancona decided not to run for re-election, the President's position is now vacant. Mr. Ruzicka made a motion for Mr. McFarland to become Board President, Mrs. Lukomski seconded the motion. The motion was passed unanimously. A motion was made by Mr. McFarland to have Mrs. Lukomski fill the now vacant Board Vice President position, Mr. Ruzicka seconded the motion. The motion was passed unanimously.

After a discussion, Mr. Ruzicka made a motion, seconded by Mrs. Lukomski, to appoint Vince Roe to temporarily fill Pete Ancona's vacant board seat after his retirement and to allow Mr. Hewski to temporarily continue his board seat. The motion was passed unanimously. Both director's positions will be in effect until a complete and valid 2024 ballot is reached, anticipating Mr. Roe to be elected and Mr. Hewski to be reelected to a second term.

With no further business, the meeting the meeting was adjourned at 8:50 pm.

The next regular meeting will be held on Tuesday June 4, 2024, starting at 7:30 p.m. in the Spring House.

Respectfully submitted,

Susan Hepp, Secretary

cc: Board of Directors, Officers, Committee Chairmans