

Newtown Grant Master Homer Owners Association  
Board of Directors Meeting Minutes  
September 16, 2020

**Members in attendance:**

Bill McManimon; President  
Bob Shaw – Willow Creek/Eagle Trace  
Gary Meltzer – Estates IV  
Tobi Forman – Raven’s View I  
Scott Miller – Society Place  
Steve Levay – Community Manager, FirstService Residential  
Natalie Fries; Community Manager, FirstService Residential

**Call to Order** - The meeting was called to order at 7:02pm. The meeting was held via Zoom.

**Approval of the Meeting Minutes –**

Motion to approve the minutes from August 19,, 2020 made by B. McManimon. Seconded by S. Miller.  
Motion passes. All in favor.

**Management Report, Old and New Business –**

- September’s Management Report provided to all Board Members via email with 17 attachments. Management reviewed the weekly email update from 9/11/2020.
- The Board requested a meeting with American Pools to discuss pool repairs, tile and coping, caulking, the contract addendum for 2021, pool credits issued for 2020, and the recommended winter treatment Suggestions were made on having daily schedules with checklists of all staff for next year. The Board advised management to hold the final payment to American Pools until they receive clarification on the pool credits issued.
- Premier pools submitted estimates for acid washing and tile repairs. This is tabled until further clarification is made by both contractors on timing and the best time to do the repairs and if total replacement is truly needed. The Board approved to move forward with the plaster repairs, under warranty, but requested Premier Pools to clarify the best time to complete them and why.
- The Board requested another in person meeting with MicePort to review marketing for next year along with newsletter income expenses. Management will schedule the meeting. Suggestions were made to eliminate marketing from the contract going forward.
- Management provided a preliminary 2021 budget draft for review. Management also updated the Covid expense spreadsheet to reflect August’s expenses.
- At the request of the Board, management will contact Frankford Umbrellas about proper ways to store pool furniture during the winter. Management suggested a storage shed. S. Miller suggested temporary walls around the pavilions to cover the furniture.
- The Board requested management to reach out to DW Smith to begin preliminary designs on the interior bathrooms to be sure ADA requirements are met prior to any renovations.

Newtown Grant Master Homer Owners Association  
Board of Directors Meeting Minutes  
September 16, 2020

- Adtell will be on site next week to complete a final walkthrough before generating a plan of action for the Rec Center. Gary and Bill will attend. New laptops for the management office are on tabled until Adtell provides plan of action.
- The Board will table landscaping the center circle island for 2021. An estimate from Lopez is pending. Management is soliciting more bids for replacement of the front columns.
- Revisions to the rules and regulations pertaining to signage will be tabled until the beginning of 2021, after the primary election is over.
- The Board suggested a survey be generated asking the residents/owners of Newtown Grant what type of common elements are wanted. Examples include pickle ball, a dog park, etc.
- The Board requested management to research other electric supply rates for the Rec Center, to compare with the estimate received.
- Additional bids for exterminating lantern flies was requested. Bair's submitted a bid for \$1272.00.
- Management will have the cellar door repaired as soon as possible that was damaged. Discussion was held on a stronger material to be used in the future. Gary suggested an inspection on the interior of the Rec Center to identify improvements needed, like painting, while the Rec Center is closed for the remainder of the year. Bids will then be solicited to qualified vendors thereafter.
- Management will contact Mars Electric and request to have the lights repaired ASAP and to rent a lift truck if needed to complete the job now.
- Inspection of the common area trash receptacles to take place to identify proper repair needed.
- Management reported at least 6 of them are loose or not stable.
- 3 white tennis center straps have been ordered for the tennis courts. It was noted that the volleyball court was barely used this year.
- Power washing and repainting of the pool pavilions was discussed prior to opening the pool next year. Management will perform an inspection and provide recommendations which will be solicited for bids. Gary mentioned the posts needing to be repaired or replaced.

Newtown Grant Master Homer Owners Association  
Board of Directors Meeting Minutes  
September 16, 2020

*Motion made by B. McManimon to renew the contract with Poopie Scoopers R Us for 2021. Seconded by S. Miller. All in favor. Motion passes.*

*Motion to approve the baby pool leak detection by American Pools made by B. McManimon. Seconded by B. Shaw. All in favor. Motion passes.*

**Next Meeting** - The next meeting will be held on October 21, 2020 and it will be in person.

**Adjournment** – *Motion to adjourn the meeting at 9:59pm by B. McManimon. Seconded by G. Meltzer.*

Respectfully submitted,  
Natalie Fries, AMS, CMCA, PCAM  
Community Manager