

NEWTOWN GRANT MASTER ASSOCIATION
March 25th, 2026
MEETING MINUTES

The executive meeting was called to order at 7:00pm by Larry Schorr. In attendance were Larry Schorr, Bob Shaw, Elise Bernstein, Brad Bernstein, Bill McManimon, Gary Meltzer, Russ Consentino, Paul Sabol and Yan Sandler. Also in attendance was First Service Residential Community Manager Rob DeGeorge.

Stefan Richter: Newtown Grant Master Board Legal Counsel Stefan Richter attended the opening section of the meeting via zoom. Stefan informed that Master Board that per Article III, Section IV, the master association would need 100% voting participation to which 67% would need to approve an amendment resolution regarding changing the governing documents as it pertains to leasing restriction. Stefan Richter did advise that the master association would institute an associated leasing fee to be billed per new tenant for associated additional administrative work that is produced towards the master board property manager as it pertains to scanning and uploading lease agreements, inputting new tenants in the database, deleting former tenants, deleting former key cards for new tenants, programming new key cards for new tenants and the associated replacement costs of the key cards themselves. The board asked the Community Manager Rob DeGeorge to create a spreadsheet that highlights time committed to accomplishing the tasks above to determine an appropriate leasing fee charge cost. The board also asked Community Manager Rob DeGeorge to follow up with Stefan Richter to inquire about adopting a rule and regulation where new tenants must officially sign off that they have received a copy of the association's rules and regulations as well.

January 28th Meeting Minutes: Brad made a motion to accept the January 28th Board Meeting Minutes Bill seconded the motion, minutes accepted and approved 7-0-2 (Larry & Paul).

February Financials: Bill reviewed the February financials with the board. February produced a monthly negative variance of \$9,812 with a year-to-date negative variance of \$9,138. Bill highlighted that the association was over budget by \$6,475 in the Landscaping line item due to the South Drive Tree Removal project to which will eventually normalize itself out. The association was also over budget by \$5,278 in Snow Removal, however since we did not incur any snow removal expenses in March, this will essentially wash itself out. Brad made a motion to accept the financials, Gary seconded the motion, financials approved and motion accepted 8-0.

Newtown Grant Reserve Study Update: Bill and Rob reviewed with the board the updated reserve study that was recently generated. The master association, per the new reserve study update, is reserving less money than is listed. Bill and Rob will follow up with the board during the upcoming Fall budget season.

Proposals:

Pickleball Court Windscreen Replacement Conversation: Rob engaged in conversation with the board regarding the current state of the Pickleball Windscreens. Since the association opted to leave the screens up since they were installed, the prior winter seasons have taken its toll on them. The screens most likely will only last one more cycle and will need to be replaced. The board opted to wait until Spring of 2027 to replace them.

Management Report

- a. Conference Room Improvement Update
- b. Service First HVAC Preventative Maintenance Update
- c. Trail Electric New Pump Room Exhaust Fan



- f. Newtown Grant Rules and Regulations Update



- h. Chesterbrook Academy Communication
- i. Newtown Rescue Squad CPR and Stop the Bleed March 11th (30 people in attendance)
- j. 2026 Newtown Grant Softball League Registration is open.
- k. Newtown Grant Spring Fling Easter Egg Hunt for Saturday, March 28th (Rain Date Sunday, March 29th) from 1:00-3:00pm.
- l. Newtown Grant Free Shredding Event Saturday, April 18th from 10:00am-12:00pm
- m. Rob Vacation: Friday, April 3rd – Tuesday, April 7th.

Upcoming Projects

- a. 2025 - 2026 South Drive Island Tree Project (Tree Installation either Friday, April 3rd or Friday, April 10th, 2026)
- b. 2026 Outdoor Pool Concrete Deck Slabs and South Drive Sidewalk Slab Replacement (Week of March 30th or April 13th) \$30,700.00 – March 2026
- c. 2025 – 2029 Outdoor Pool Furniture Table/Umbrella/Base Replacements \$5,000-\$15,000 a year (Reserve) and Chair Re-strapping Project \$3,000-\$4,500 (Operating)
- d. 2026 Clubhouse Trash Enclosure (Reserve) \$24,620: April 13th – April 27th
- e. 2027 Softball Field Fence Replacement/Improvement (Reserve) \$10,000 - \$15,000
- f. 2027 Outdoor Main Pool Plaster Project (Reserve) \$75,000 - \$130,00
- g. 2027 Marigold Entrance Sign & Islands Landscaping Improvement Project (Operating/Capital/Reserve) TBD
- h. 2027 Recreation Managers Office Improvement (Reserve/Operating) TBD
- i. 2028 Clubhouse Entrance Concrete Replacement (Reserve/Capital) TBD

Contracts:

- a. KLM Commercial Cleaning – December 2027
- b. Fox Pool Management – December 2027
- c. Lopez Landscaping (Snow & Landscaping) – December 2028

Old Business:

- Rob disclosed that Renewal by Anderson has had their Newtown Township solicitation permit revoked for failing to comply with the update guidelines where those that are issued a permit from the township to solicit, per the application, are not permitted to engage in solicitation where signs are posted reframing from such actions.

New Business:

- Paul asked if Lopez Landscaping can remove the mud/softball field washout from the asphalt walking path. Rob mentioned that this is part of this Spring Clean responsibilities and landscaping contract to address. Paul also addressed his concerns with the board as he has witness patrons dispense cigarette butts in the recreation area. Rob will look to see if there is a "No Littering Sign" at the Recreation Drive

Entrance. If so, anyone that is guilty of littering will be held responsible. If no sign exists, Rob will investigate into adding one and as well as a 15MPH speed limit sign as well.

Brad made a motion to adjourn the meeting at 9:30pm. Bill seconded the motion. The next meeting is scheduled for Wednesday, April 22nd at 7:00pm.

Minutes submitted by Rob DeGeorge, First Service Residential

Accepted By: , Secretary 4/22/2026 Date