

**Newtown Grant Master Home Owner's Association
Board of Directors Meeting Minutes
March 22, 2017**

The Master Board Meeting was called to order at 7:03 PM.

A quorum was met with eight members present. In attendance were:

Bill McManimon	Estates I
Alex Bartos	Fawn Hollow
Barbara Firestone	Society Place
John D'Aprile	Ravens View II
Dave Cote	Ravens View I
Bob Shaw	Willow Creek/Eagle Trace
Yan Sandler	Quail Creek
James Holwood	Heatherwood I
Marianne Fein	FirstService Residential
Chris Dillon	FirstService Residential

Visitor/Public Comments

Richard Mears of Ambassadors Football (Soccer) was in attendance to ask the Master Board to use the large field past the softball field, along Eagled Road and Marigold Drive, for a week-long, non-profit Christian Soccer camp for children ages 5 to 14, in July (18th-22nd) from 8 AM until 4 PM; this camp would run in conjunction with Grace Point Church in Newtown. Richard also asked, that if given permission to use the field, that they also be able to set up a port-o-potty, and some kind of canopy for the children to eat and rest under. **Action:** There was a tie vote with the Board members. The Board requested that management tell Ambassadors Football to try for a location with Newtown Township first and then come back to try again with Newtown Grant. Ultimately, the Board decided against the camp being run on Newtown Grant's recreation grounds.

Public Minutes

The board meeting minutes taken at the February 15, 2017 Board Meeting were approved after all Board members looked them over, with just one change needing to be made, that being needing to add James Holwood (Heatherwood I) to the list of present Board members. **Action:** The acceptance of the board meeting notes were motioned, then seconded, with all present Board members in favor.

Financial Report

The Board looked over and accepted February's financials. **Action:** The acceptance of the financials were motioned, then seconded, with all present Board members in favor.

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Management Report

Management pointed out to the Board that the monthly Coffee & Music Jamm Monday events have been going well and attendance is up, and that Newtown Grant made the *Bucks Local News* because of the Tommy Greene Meet & Greet.

Violations

All of the dead trees along Eagle Road that have been brought up at Board meetings over the past year have been taken care of and all homeowners have complied. Management informed the Board that two dead pine trees remain at an address that wasn't contacted last year; management has contacted the Eagle Pointe president and asked him to send out the first violation letter from the cluster.

Contracts

Management let the Board know that they had contacted Verizon to attempt to renew their contract earlier than normal, but Verizon told them that it is too early to renew; the contract is set to expire on July 8, 2017 and it automatically renews for two years unless given 30 days' notice

Old Business

There was a discussion about the pool resurfacing contract with Premier Commercial Aquatics. The contract is currently being negotiated, with the Association's attorney updating the contract to include a penalty should the pool be unable to open on time; the contractor insisted the the Association be responsible for obtaining permits and also requested that the Association sign a warranty and a contract of their own. There is also a bid from the engineer previously sent to the Board, requesting a signature, so that they are able to review the contractor specifications.

Action: The Board voted on and requested that management not call the Township for permits (insisted on by the contractor).

A discussion was had about the bathroom update bids. Management asked the bidding contractors for ideas to reduce costs, and also informed the bidders that Newtown Township is requiring drawings. Management also requested a bid from the engineer, DW Smith, for architectural drawings. Also, management informed the Board that the Township might require updates to the Clubhouse, once they receive the drawings from the engineer, for things such as a ramp to the pool bathrooms, sprinkler systems, etc. **Action:** The Board decided to table the discussion of this project until a later date.

The Board was informed that the new pool furniture discussed at the January board meeting has been ordered.

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Management informed the Board that 11 lease addendums have been received to date thus far.

New Business

Management informed the Board that the original bid to add a keyed entrance to the Banquet Room door from Keystone Lock (\$175) has since changed to \$458 because when they came out to install, they found that the push bar is sticking and is not working in conjunction with the key and that a new push bar is also needed now. **Action:** The Board approved Keystone Lock's new bid to update the Banquet Room door.

There was a discussion regarding Mars Electric's updated bid for additional lights. Management asked Mars to bid on specifications provided by previous bidders so that the Board could compare. Management counted the lights wrong; the count was shy by four parking lot lights and one pool light. **Action:** The Board approved Mars Electric's updated bid for the additional lights miscounted by management.

A discussion was had about the CSC asphalt bid. CSC added to their original bid from two years ago (\$32,263); their updated bid is now \$32,500 and includes milling down to stable ground since there are at least two layers of overcoat visible. CSC also included an additional bid to add to the walking path and have it reach the pool gate that would cost \$13,500 if done in conjunction with the walking path. **Action:** The Board decided to not accept the additional bid to add to the walking path. The Board also decided that they would reconsider finishing the walking path once they see where we are at with regard to the pool resurfacing; they tabled the finish of the walking path until at least July/August.

There was a discussion about bids for two new recreation signs, one from Fisher and one from Miceport. **Action:** The Board would like management to go back and get a revised bid from Fisher to match the one from Miceport.

A short discussion was had about bids from Kaiser. Kaiser was asked to bid on adding pachysandra to the center islands. Management also informed the Board that a new three year contract with Kaiser has been accepted. **Action:** The Board decided to scrap the idea of adding pachysandra to the center islands.

There was another short discussion about Miceport's update on contacts for the newsletter database; the email button is now opening. Also discussed was Miceport's bid on emails for Board members ending in "newtowngrant.org"; this bid was in response to management's request based on Best Practices for Board Email by FirstService Residential. **Action:** The Board reviewed the bid and suggested using all free email subscribers (such as Yahoo! Or Gmail) for board related discussions.

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A discussion was had about the snow removal and chemical treatment from Winter Storm Stella. Kaiser came out once and said that they had plowed and treated the parking lot areas, but management inspected and confirmed that there was no chemical treatment and requested Kaiser to come out a second time to treat the parking lot areas. Management asked the Board's opinion on not paying the the first bill Kaiser sent for snow removal/chemical treatment because of lack of chemical treatment, resulting in a slip-and-fall in the parking lot. **Action:** The Board approved management to decline paying the first bill Kaiser sent for snow removal/chemical treatment.

A long discussion occurred about the Township snow removal from Winter Storm Stella. There were a lot of resident complaints about snow plows damaging/destroying mailboxes while clearing roads, mailbox pads being snowed in (resulting in residents not getting their mail), driveways being snowed in, etc. Also, a discussion about who responsible for clearing fire hydrants around Newtown Grant as well as email dialogue between management and the Township moving forward. **Action:** It was informed that it is the homeowners' responsibility to clear off fire hydrants when they are close to their property, the fire hydrants not near anyone's property are the responsibility of Kaiser. The Board also agreed that management should no longer get involved in disputes that residents have with the Township, such as harassment of a resident from a snow plow driver, etc.

Another discussion was had about finding a resolution to an issue regarding owners who are not shoveling the sidewalks behind their property along North Drive; the residents should be shoveling these sidewalks as it is their responsibility but many are not doing so. **Action:** Suggestions were made to management but nothing was agreed upon moving forward.

Event Report

Recreation management went over details of some of the events that occurred prior to the board meeting, such as the College Planning class, Tommy Greene Meet & Greet, Family Movie Nights, and also informed the Board about bringing on a new Yoga teacher. Rec. Management also discussed the 2017 Jack Repcheck Softball League and asked the Board for approval of purchasing four brand new softball bats, and if they would approve of getting Kaiser to put down a better dirt for the softball field. Also, the Board was asked if they would approve a Boy Scout doing the Plant ID project from 2016 as his Eagle Scout project. Lastly the Board was asked if they would approve a free, "Essential Oils" class. **Action:** The Board was happy with the attendance for the College Planning class, Meet & Greet and Movie Nights. The Board approved purchasing four new softball bats for the softball league, and asked management to look into the pricing for the infield dirt, they also asked management to request the softball field be "crowned". The Board also gave approval of the Boy Scout doing the Plant ID project as his Eagle Scout project as they are satisfied with the work the Boy Scouts have done in the past. The "Essential Oils" class however was declined unanimously by the Board.

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The Master Board Meeting was motioned to be ended, it was seconded and was unanimously agreed upon.

The meeting was adjourned at 9:49 PM.

The next meeting of the Board of Directors will be April 19, 2017 at 7:00 p.m., at the Clubhouse.