

**Newtown Grant Master Home Owner's Association
Board of Directors Meeting Minutes
July 19, 2017**

The Master Board Meeting was called to order at 7:05 PM.

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

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

Visitor/Public Comments

Brian Ward and Andrew Kanetsky of American Pool met with the Board and management to discuss specific items related to Newtown Grant pool management. American said that they sent out letters in October outlining dates the pool would be opening, but Newtown Grant always opens the pool the day after school lets out. American assured the Board that there would be no issues this year (like there was in 2016) with regard to life guard staffing at the end of the pool season (through Labor Day). Another item discussed was the reports of residents cutting their feet on the bottom of the pool, American said that they have dealt with this type of situation before, and that the issue is that residents' feet are just not used to being on the brand new plaster, and moving around on it for extended periods of time (American compared it almost to sand paper). American also recommended that management send out a mass email to the community to recommend that residents purchase water shoes to protect their feet. **Action:** The Board stated that Newtown Grant will have hard dates for pool opening and closing moving forward so that there are no issues or confusion as to when the pool opens and closes for the season. Also, management asked American for more communication between them, and the Board wants to get together with American after the pool season to assess everything.

Steve DeMaura from Kaiser Landscaping also met with the Board and management to discuss the North and South Drive entrances into Newtown Grant. Steve offered a quote for the entrances with roses. The Board then asked Steve to come back with more options, ones that can deal with the heat and dryness of the Summer months, won't obstruct peoples' line of sight, won't attract deer, and can withstand the cold Winter months. Some options Steve mentioned were: roses, boxwoods, liritrope, spirea, and just having grass would be the very last option. Kaiser also made a suggestion to replace some trees on the island entrances in the near future. **Action:** The Board would like two quotes from Kaiser, a) price for one time and b) the price over time.

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Public Minutes

The minutes taken on June 21, 2017 at the Board Meeting were approved after all Board members looked them over. **Action:** The acceptance of the board meeting minutes were motioned, then seconded, with all present Board members in favor.

Financial Report

The Board looked over and accepted June's financials after discussing the landscaping budget and the year-to-date pool income. Management said that the deficit for the monthly budget was positive for the year. Also discussed was that the Quaint Oak CD (that was set to expire on 6/24/18) was rolled over **Action:** The Board wants management to find out why the year-to-date pool income seemed off and if something was moved?

Management Report

Management made the Board aware that there have been several complaints about malfunctions in, and the cleanliness of, the pool restrooms (i.e. equipment needing updates, and plumbing issues). **Action:** The Board wants management to see if the cleaners (TW Maintenance) will come every day or just more days than they do now, to clean the restrooms.

Violations

Management informed the Board of some re-occurring violations throughout the community. At XXXX, they have had a window air conditioning unit in since 2016 and Continental has not taken action; management sent Continental different air conditioning options (outside of window units) last Summer. **Action:** The Board believes that this is an Estates II issue, but wants management to send out a violation letter.

Also, XXXX has been getting resident complaints, being called an "eye sore" and having multiple vehicles in its driveway; this resident has been sent letters already and still Continental has not taken action on this house either.

Contracts

Management informed the Board that they spoke with Verizon regarding the up-coming contract and that Verizon offered \$5 savings per month, and they are an auto-renew 2 year contract; management also spoke with Comcast, they offered \$100 savings. **Action:** The Board decided to continue with Verizon, citing that they are better than Comcast (based on experiences with both). The Board would also like management to attempt to get the digital voicemail included in the contract, for free.

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New Business

There was a discussion regarding pricing for updating the pool restrooms. Management said that it had spoken engineers and reviewed the bids to update the pool restrooms obtained in 2016; the engineers offered new things that should be included in the updated bids and also came up with new price points, higher than the first ones. **Action:** The Board would like management to get new bids to update the pool restrooms, but this time from commercial contractors (i.e. contractors who update large retail store restrooms like Target, Wegmans, etc.)

A discussion was had about the pool motor. Management informed the Board that one of the new pool motors was having issues, so Kufen (pool motor vendor) came in and installed a back-up motor for the time being, and took the new motor to the shop to diagnose what was wrong with it; this motor has a warranty.

Another discussion was had about the newsletter. Management informed the Board that 53 % of residents are opening the new e-newsletter, and that 67 % of those opening it were viewing it on their cell phones.

There was a short discussion about the new umpire contract that needed to be signed by a Board member; the price per game for the umpires goes up next season from \$43 per game to \$45 per game and the contract lasts from 4/18/18 to 8/18/19. **Action:** The Board approved and a Board member signed the contract.

Management made the Board aware of the Newtown Fire Department's request to put a free ad in the next newsletter; the fire department is looking for volunteers. **Action:** The Board approved unanimously to allow the fire department have a free ad in the next newsletter.

Lastly, there was a discussion about the pool umbrellas and tables, and other pool issues. There are no umbrellas at the baby pool, but there is not an umbrella for every table at the pool. There were also complaints from the July 4th weekend regarding residents holding tables (by leaving their personal belongings on the chairs and tables unattended for extended periods of time). **Action:** The Board wants management to get a sign made stating that no one can hold tables and leave them unattended for extended periods of time.

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Event Report

Recreation management informed the Board that they had made a checklist for the Banquet Room that must be gone over before and after there is a rental of the Banquet Room, to avoid any damages to the room that could be missed. They went over details of the last Family Movie Night of the year, which was disappointing with 41 people signing up and only 13 showing. Rec management also went over details of the up-coming Flick 'N Float Movie Nights, Summer Block Party, and Annual Garage Sale. Lastly, recreation management discussed a possible Murder Mystery Night and prices with the Board. **Action:** The Board approved the Murder Mystery Night; they would like to get 40 people maximum to attend, but to set the price point as if only 30-35 people are going to sign up. They would also like rec management to find out from the company/actors which themed show is the most popular/does the best, and to choose one of the possible Murder Mystery shows for a mid-October event.

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

The meeting was adjourned at 9:34 PM.

The next meeting of the Board of Directors will be August 16, 2017 at 7:00 p.m., at the Clubhouse.