

NEWTOWN GRANT MASTER ASSOCIATION
February 28th, 2024
MEETING MINUTES

The meeting was held in the conference room and called to order at 7:00 PM by Larry Schorr. In attendance were Larry Schorr, Bill McManimon, Rich Selah, Russ Consentino, Yan Sandler and Gary Meltzer. Also in attendance was First Service Residential Community Manager Rob DeGeorge.

January 24th Board Meeting Minutes: Bill made a motion to approve the minutes, Rich seconded them, motion passed 6-0

Financials: Bill reviewed the January 2024 financials with the board. For January, there was an overall negative variance of \$584. Snow removal was the biggest expense with a total expense of \$9,475 verse a budget of \$5,361. Overall the January financials were good despite the negative monthly variance. Bill presented the board the new look balance sheet to which will be a three column read with capital financials receiving their own column. Since capital is no longer being reported with reserves, there was a \$2,501 interfund between the two to which, Rob transferred that amount back into reserves to balance everything out. Rob and Bill will speak with the staff account to change the word "working" capital to just capital. Additionally, Rob discovered that in 2020 and in 2021, capital income was deposited into the operating account, not the reserve account. He suggested cutting a check for \$4,623 from the Penn Community Back to the Webster Reserve account to pay back some of this existing interfund. Bill made a motion, Russ approved, motion passed 6-0. Rob also suggested to move \$20,000 from the Metropolitan Reserve Bank to the Webster Bank as come early March, the Metropolitan Bank will be over the FDIC limit by \$20,000. Rich made a motion to approve the financials and for Rob to transfer the funds from Metropolitan Bank to Webster, Russ 2nd the motion, motion approved 6-0.

Proposals:

Thomas Lee Fisher Landscaping: Proposal of \$6,279.60 from Thomas Lee Fisher Landscaping to install brick pavers and create an walkway entrance from the parking lot to the two pickleball entrance doors. Proposal also includes removal of the two existing benches, installation of two new benches and relocation of the current pet waste can. Bill made a motion to accept, Yan seconded it, proposal accepted 6-0. Cost of this proposal to be from capital.

Shades of Green Proposal: Proposal of \$6,973.32 from Shades of Green to remove the current five Bradford Pear Trees on the North Drive Entrance Islands, plant five new Zelkova Trees with a one year plant health care treatment that comes with a one year warranty on the trees. Current Bradford Pear Trees are shot. Professional Arborist Tom Robbins deemed the trees to be structural compromised and would not trim or prune trees given their current condition. Bill made a motion to accept, Yan seconded it, proposal accepted 6-0.

Lopez Landscaping Proposal: Proposal of \$1,400 from Lopez Landscaping to scrape off all mulch (except the entrance tip of island one from Durham Road and the exit tip of Island two) at the existing two North Drive Entrance Islands along with removing all vegetation, soil and reseeding both islands. Bill made a motion to accept, Yan seconded it, proposal accepted 6-0.

Gutter People Power Washing Proposal: Proposal of \$1,550 from Gutter People to power wash the outdoor pool furniture and soft wash the banquet room roof, pool entrance building, banquet room and main lobby entrance, both sides of the clubhouse glass breezeway and rear pump room. Russ made a motion to accept the proposal, Bill seconded it, proposal accepted 6-0.

Carroll Engineering RFP: Larry reviewed with the board the official RFP from Carroll Engineering for the Recreation Area. Larry mentioned to the board that he asked Carroll to make two adjustments. Adjustment one would be to modify phase 1 to include the driveway section that is in phase 2, and runs between phase 3 and 1 in phase 1.

Adjustment two is a bid sheet to define how the bids should come in and the bids should be submitted as follows:

- A) Full project with no phasing
- B) Cost to do Phase 1, 3 and 5, then move to Phase 2 and 4.
- C) Cost to do each phase independently.

Deadline to receive bids per Carroll Engineering is by Saturday, March 30th. Once bids have been received a special meeting will be held with the engineers and the board to review the bids. Bill made a motion to approve the Carroll Engineering RFP with the changes per Larry, Rich seconded it, RFP accepted 6-0.

Management Report:

- a. New blinds for banquet room have been installed
- b. New banquet room chairs have arrived. Old banquet room chairs have been discarded.
- c. 2024 Playground Inspection Complete – Small safety issues to which will be addressed. Possibly replace some swings and graffiti that needs to be cleaned/removed.
- d. Service First installed a new condenser controller for banquet room heat pump.
- e. ADT installation completed for update fire and burglar system.
- f. Outdoor Pool Pump Motors - \$1,125.00 to do preventative maintenance on all three motors. Motors to be reinstalled 2/29.
- g. Trail Electric inspection – Completed inspection of panels in pump room. Awaiting official inspection report but panel busbars are corroded.
- h. Berm Conversation for Stoopville and Eagle Road homes.
- i. 2024 Softball League registration is officially open.
- j. Spring Fling Easter Egg Hunt – Saturday March 23rd from 1:00- 3:00pm with a rain date of Sunday, March 24th.
- k. Summer Water Aerobics Class for 2024
- l. Quiet Hour Cluster Update - Rob was asked by the board to create a table regarding what each cluster currently lists online regarding quiet hours.

Old Business:

None

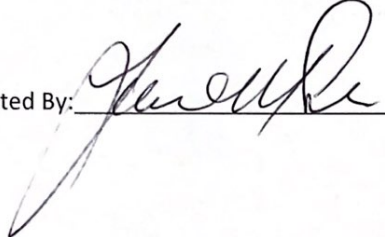
New Business:

-Gary inquired about increasing the rental fees for the banquet room given all of the work that has taken place and how much nicer it looks. Larry, Bill and Rich all felt that the room rates should remain that they are considering that the rentals are a service to the community. Rob suggested to the board that perhaps we should hold the rates where they are at currently until the room is fully staged to which new

staging pictures will be taken and distributed to the community. If the demand to rent the room increases as a result, then a follow up conversation can be had regarding increasing the rates.

Rich made a motion to adjourn the meeting at 8:49pm. Russ seconded the motion.
The next meeting is tentatively scheduled for Wednesday, March 27th at 7:00pm.

Minutes submitted by Rob DeGeorge, First Service Residential

Accepted By:  _____, Secretary 3/27/24 _____ Date