

NEWTOWN GRANT MASTER ASSOCIATION  
August 28<sup>th</sup>, 2024  
MEETING MINUTES

The meeting was held in the conference room and called to order at 7:03 PM by Larry Schorr. In attendance were Yan Sadler, Russ Consentino, Rich Selah, Larry Schorr, Elise Bernstein, Bill McManimon and Gary Meltzer. Also in attendance was First Service Residential Community Manager Rob DeGeorge.

**July 24<sup>th</sup> Board Meeting Minutes:** Rich made a motion to approve the minutes, Elise seconded it, motion passed 6-0-1 (Larry).

**Financials:** Bill reviewed with the board the July financial statement. Bill expressed to the board that he didn't have much to comment on. Bill feels that we are still spending more than we are collecting despite the unfavorable year to date variance decreasing to \$5,715. Interfund decreased by over \$23,000 due to multiple missed months of transfers going through. Rob recommended to the board that we transfer \$5,589 from the Penn Community Operating Bank to the Metropolitan Reserve Bank to pay back funds from 2021 that were deposited into the operating account and never transferred. Rob also suggested that another transfer maybe possible later in the year to begin to payback the \$25,000 that the board transferred from reserves to operating in 2020 to cover operating expense due to cash flow issues. Bill reviewed with the board an updated non-exempt income vs expense spreadsheet that he and Rob resent to Frank April as we continue to negotiate on our 2023 tax return. Rich made a motion to accept the financials, Elise seconded it, motion approved 6-0-1 (Gary).

**Proposals:**

**2025 Pest Control Preventative Maintenance Agreement:** Rob presented two pest control preventative maintenance contract proposals (Cooper for \$832 and Ehrlich for \$1,571) to which, this new GL line item expense would be paid for by future room rentals. Bill made a motion to approve the Cooper Pest Control proposal, Rich seconded it, proposal contract accepted 7-0.

**2025 Pinnacle Vending Machine Services:** Rob discussed that the Pinnacle Vending Machine Contract is slated to auto renew for 2025 unless we provide a 60 day notice to terminate service. Rob suggested renewing this contract. Bill made a motion, Rich seconded it, proposal contract accepted 7-0.

**2025 Security Camera and Access Control Contract Proposals:** Rob reviewed with the board the Adtell contract proposal renewal and the takeover contract proposal from Everon. After much discussion, due to the initial takeover cost proposed by Everon (excess of \$55,000), the board decided to cease further talks with Everon to take over the current system. Adtell contractor proposal tables until September as board had questions regarding monthly service hours and associated cost. Rob will speak with Adtell to obtain further information.

**Clubhouse Traffic Circle Curb Repair and Repainting:** Rob reviewed a proposal from DKC Construction Services (\$2,395) and Delaware Valley Paving (\$3,500) to clean-up, repair and repaint the clubhouse traffic circle curb. Delaware Valley Paving included in there proposal \$1,000 to parge the curb to which the board didn't feel was necessary. Gary made motion to accept the Delaware Valley Paving proposal minus the \$1,000 to parge the curb, Russ seconded it, proposal contract accepted 7-0.

Discount Welding Waste Can Replacement - \$4,615.00: Rob represented price quote to fully replace two waste cans (inside can liner, lid and exterior mesh) along with replacement of three waste can bases. Rob explained to the board that the bases are custom fabricate to which, are not found in any retail store or online. Rob also explained that the price to replace the two cans is to include a full replacement to which includes three parts. Rich made a motion to accept the proposal, Russ seconded it, proposal accepted 7-0..

**Management Report:**

- a. South Drive Bridge Sidewalk Repair by Newtown Township
- b. Fall Mums for Recreation Signs, Marigold, North and South Drive Exterior Tips
- c. Shades of Green Fall Scene Donation for North and South Drive
- d. Trail Electric Pump Room Electrical Panels Update
- e. Ladies Locker Room Handicap Stall Update
- f. July Outdoor Pool Usage Tracking
- g. Splash Water Aerobics Finished for Season.
- h. Flick N Float Finished for Season.
- i. Outdoor Pool Stains
- j. Guest for Pickleball Courts, Tennis Courts and Mah-Jongg
- k. Annual Garage/Yard Sale scheduled for Saturday, September 7th with a Rain Date of Sunday, September 8th.
- l. AARP Driver Safety Course – 2 Day Course on Tuesday, October 1st and Tuesday, October 8th from 9:00am – 1:00pm.
- m. Fall Harvest Portraits – Sunday, October 6th 2:00pm-5:00pm.
- n. American Red Cross Blood Drive – Thursday, December 12th 2:00- 7:00pm

**Upcoming Projects:**

- a) Dumpster Enclosure Replacement (TBD)
- b) Clubhouse Entrance Concrete Replacement (TBD)
- c) Outdoor Pool Furniture Table/Umbrella Replacement and Chair Re-strapping Project (start Fall 2024)
- d) Outdoor Pool Pavilion Roof Replacement (2025)
- e) Outdoor Pool Pavilion Wood Siding Replacement (2025)
- f) Tennis Court (2025)

**Contracts:**

- a) Adtell - December 2024
- b) Lopez Landscaping (Waste Cans) – December 2024
- c) Fox Pool Management – December 2025
- d) Lopez Landscaping (Snow/Landscaping) – December 2025
- e) TW Maintenance – December 2025

**Old Business:**

None

**New Business:**

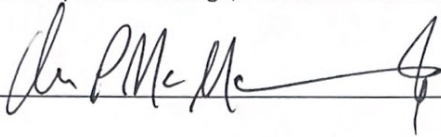
2025 Master Board Budget – Bill discussed the 2025 Master Board Budget. Initial increase called for a \$1.18 per month increase for operating and he recommended to round up to \$2.00 with the additional

cost to be put into reserves. Bill discussed he concerns regarding the reserve fund as it stands after spending \$283,000 to reconstruct the recreation area road and parking lots, plus all of the upcoming reserve item expenses. Board discussed whether to keep the increase to \$2.00 or increase it to \$3.00 per unit per month. Rich made a motion to increase the 2025 master board association fees by \$3.00 per unit/per month, Bill seconded it, motion passed 6-1 (Yan). The 2025 master board association fees will be \$31.00 per unit/per month or \$93.00 per unit/per quarter.

Elise made a motion to adjourn the meeting at 9:25pm. Russ seconded the motion.  
The next meeting is scheduled for Wednesday, September 25<sup>th</sup> at 7:00pm.

Minutes submitted by Rob DeGeorge, First Service Residential

Accepted By:



Secretary

9/25/2024 Date