

NEWINGTON COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – February 4, 2009
Minutes of the Meeting

At 7:09 pm the meeting was called to order. President Dave Rundgren presided. Board members in attendance included Vice President John Peirce and Secretary Rita Steele. Members not in attendance included Treasurer Chip Catherine and Director Roseanne McLafferty

PRESIDENT'S COMMENTS

President Rundgren stated he has received some calls from concerned residents and has put them into tonight's agenda for discussion.

APPROVAL OF MINUTES

Vice President Peirce made a motion to accept the minutes of the January 7, 2009, Monthly Board Meeting. Secretary Steele seconded the motion. Vote 3 yes.

HEARINGS AND APPEALS

Lot 264 was scheduled for a hearing but not in attendance.

COMMUNITY FORUM

No one in the audience had any comments for the Board.

EMAIL VOTES THAT OCCURRED SINCE LAST MEETING

NCA's collection attorney recommended the write off of \$258.47 in bad debt on a foreclosed property on Moline since the cost for them to start any action would be \$160. 5 yes votes.

COMMITTEE/BUSINESS REPORTS

Community Manager's (CM) Report – February 4, 2009

The office computer stopped working the morning of the meeting and so there was no written report to provide the Board. The following items were brought to the Board's attention:

- Missing no parking sign on Delong was called into VDOT again. Visibility is very bad when coming out of the pool parking lot to the point that a car is half way out in Delong in order to see if there is oncoming traffic.
- Vehicle tickets: 2 for flat tires, 1 towed.
- Disclosure inspection(s): 7742 Brandeis and 8358 Moline
- Drove the community to do an annual inspection of signs on NCA streets. Need to order three 'Numbered Reserve Parking' signs
- Resident has concerns about drug dealing on Gwynedd. Called the narcotics division twice but only got a voice mail. Messages were left.
- Signed: annual report to Virginia State Corporation Commission
- Newsletter: upcoming articles on need for Egg Hunt and Clean up Day coordinators

Accounting/Finance Report

None

Architectural Committee Report

Secretary Steele stated that inspections would continue in the Spring and volunteers will be needed.

Maintenance Report

President Rundgren stated that he has noticed the black streaks on roofs throughout the community and the Board has tabled this item for this year and will have to re-address the situation. He feels the Board needs to walk the community to get a better understanding of the condition of the grounds. Vice President Peirce stated that the Matisse wall needs to be repaired soon. The CM stated she needs to find the right contractors to get proposals from.

Planning and Development Report

Lou stated that Ft. Belvoir is working with the county to open a road between Telegraph Road around the Hayfield High School area and Route 1.

Welcoming Report

None

GENERAL BUSINESS - OLD

Pool – In response to last month's requests, the CM tried to get references on the three pool contractors that have given quotes for the dual main drain modification that is required before the pool can open in 2009 as well as additional quotes on whitecoat replacement, tile replacement and return and skimmer line pressure testing. One company provided references which were shared with the Board. President Rundgren asked about available reserve funds to perform the work. The reserve funds currently have \$80K in liquid funds and \$20K is added each quarter in 2009. A \$100K T-bill expires in June. The Board considered making a decision on the dual drain modification and pressure testing only but will wait to get Treasurer Catherine's input before having a vote.

Money Market vs. Checking Account – Tabled

Reserve Study – Tabled

Sidewalk, Curb, and Gutter and Asphalt Trail Report – NCA does not have a maintenance plan in place for NCA sidewalks, curbs and asphalt trails. The engineers have completed their report and recommend putting the work out for bid so the Board has an idea of the costs that will be involved. Everyone agreed that the Board needs to meet and walk the community. A date has been set aside of Saturday, March 7th with a rain date of the following Saturday.

Street Light on Lodge – Treasurer Catherine was not available to provide an update of this topic but Vice President Peirce’s questions were answered regarding why the Board is looking at putting a light on Lodge and how Dominion will only consider putting in one type of light.

Street Painting – NCA has a \$7500 budget for painting curbs in NCA. The north side of the community was complete in 2008. The cost to paint the south side is \$16,000 and the CM presented the Board with several options on where to use the \$7500 in 2009. She mentioned that Lemoyne seems to be the worst with regard to the condition of the address blocks but the entire south side of the community needs the fire lanes painted. There was discussion about the availability of the Board to do this work to save money. After considering the painting options, Vice President Peirce made a motion to have Lemoyne, Brainerd, Marconi, Jenner and Gwynedd’s curbs painted in 2009 at a cost of \$7353. Secretary Steele seconded the motion. Vote 3 yes.

Parking and Towing – The Board discussed the changes made to the NCA Parking and Towing Policy as well as the NCA Commercial Vehicle Policy. It was agreed that the Commercial Vehicle Policy should include an exemption for police and emergency vehicles and NCA needs to have the towing company enforce the NCA Commercial Vehicle Policy which includes restrictions on cargo/box vans beginning April 1st. The Board agreed that their needs to be ample warning to NCA residents about the stricter enforcement through notices on vehicles, sandwich board and/or notices in the newsletter. The general parking policy was changed to address concerns with the abuse of blank spaces, the omission of double parking, and clarification of who may use NCA parking spots and options the community office has to enforce the policy. To give the Board more time to review the changes, the Board will vote by email on both policies. President Rundgren stated he would cover this topic in his next President’s Corner.

GENERAL BUSINESS - NEW

Streets – The CM asked the Board if they would like to meet with NCA’s engineers after they have completed their test hole project and subsequent street maintenance report. The Board agreed this should be done separate from the monthly meeting.

Trash – A resident recommended to President Rundgren that the single family homes go to a once a week trash pick up to save money. After inquiry with the trash contractor they stated that twice a week pick up is in the contract for the next three years. The sales rep stated that many HOAs ask when soliciting bids for once-a-week and twice-a-week quotes and that the savings is very small because the amount of trash to be picked up stays about the same.

Newsletter – A resident has recommended that NCA’s newsletter be sent by email and no longer distribute paper copies. The newsletter is already put on the website every month. This topic will be tabled for a later date.

Lee High School All Night Grad Party – President Rundgren made a motion to donate \$100 to Lee High Schools year end party for graduating seniors. NCA has been donating to this event for several years and the funds will come out of NCA’s youth activities line. Motion seconded by Secretary Steele. Vote 3 yes.

President Rundgren made a motion to adjourn to Executive Session to discuss hearings and personnel matters at 8:35 pm. Vice President Peirce seconded the motion. Vote: 3 yes.

Public session reopened at 9:10 p.m.

Regarding Lot 264, Vice President Peirce made a motion to assess the owner \$50 for a trash violation. President Rundgren seconded the motion. Vote: 3 yes.

The CM and the Board discussed the need to protect the community and allow the CM to continue to perform her duties. President Rundgren made a motion to allow the Community Manager to spend up to \$1,000 on expenses within the operating budget. All expenses over \$1,000 must have Board approval. Secretary Steele seconded the motion. Vote 3 yes.

Vice President Peirce had some general comments to make. He stated that the gumballs on Brandeis have a very unkept appearance and the contemporary homes seem to have a lot of Victorian front doors. He was told that the gumballs are picked up during the spring clean up and fall leaf blowing, and the architectural committee is usually focused on the homes with the worst or most architectural violations first.

At 9:21 pm, Secretary Steele made a motion to adjourn. Vice President Peirce seconded it. Vote: 3 yes.