

NEWINGTON COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – March 2, 2011
Minutes of the Meeting

At 7:01 pm President Sarah Jernigan called the meeting to order. Other board members present were Treasurer Louise Whitt, Secretary Mike Smith, and Director Kirk Brustman. Vice President John Nolan was not in attendance.

APPROVAL OF MINUTES

Treasurer Whitt made a motion to accept the minutes of the January 20, 2011 meeting with the addition of the amount of judgment on the Red Ash property. Secretary Smith seconded the motion. Vote: 4 yes. Secretary Smith made a motion to accept the minutes of the February 2, 2011 meeting. Treasurer Whitt seconded the motion. Vote: 4 yes.

HEARINGS

Lots 593 was in attendance for a trash violation and spoke to the board.

COMMUNITY FORUM

A resident was present to listen to the Board discussions and not yell at them. A resident expressed concern about the roof of a screened porch on her street. Part is blowing off and being secured with 2x4 wood. The Community Manager (CM) will look at it and prepare an architectural violation if appropriate. A resident asked about a permanent fire pit in her neighbors back yard. The CM is not aware of a rule that prohibits it and the County allows contained fires. The Board will look at this next month. There is also concern about one resident blocking water run off from another property. This is a concern that would have to be addressed by the County.

EMAIL VOTE HELD BETWEEN MEETINGS

The vote was cancelled due to a lack of participation and concern about it's validity. The vote will take place during the meeting.

COMMITTEE/BUSINESS REPORTS

Treasurer's Report

Treasurer Whitt had nothing to report other than items to be discussed later in the meeting.

Community Manager Report, Lori Randall

- *General*
 1. *NCA Vehicle Tickets: 1*
 2. *Disclosure inspection(s): 7745 Matisse, 8326 Moline*
 3. *New Violation letters: TRASH (1), RULES (), ARCHITECTURAL ().*
 4. *Exterior Project Requests: 2*
 5. *CM took resident to court for confrontation. His lawyer got a continuance for another month.*
 6. *Had tree contractor go through community to take care of all downed branches on a time and material basis due to heavy snow. \$2600.*
 7. *Quote for additional lighting at pool parking lot and email vote on same.*
 8. *Letter sent to Segan, Mason transferring all legal collections business to Rees, Broome.*
 9. *Response from Albo to a resident on light at FC Parkway and Rolling Road. The 'no turn on red' sign will remain and additional signage will be looked at.*
 10. *New printer for monthly newsletter, Sir Speedy on Backlick.*
 11. *Contacted engineer to move forward on Phase 1A and 2B of path replacement. Scheduling meeting with Tibbs Paving.*

12. *Obtaining quotes for deck drain work.*

- *Complaints/Issues*

1. *Board goals should be more global including fixing erosion of common grounds throughout the community and getting residents to take more pride in keeping trash out of the woods.*
2. *A parking spot on Brandeis with a table next to a motorcycle is not pleasant in appearance.*
3. *Entryways on Gwynedd are filled with household items and are not a good appearance for contributing to the values of our homes.*
4. *A lot of trash in woods behind Moline after recent windy days. Resident would like an article in the newsletter.*
5. *Rock thrown through back window of house on Euclid.*
6. *House on Brandeis with 3 to 4 dogs and dogs get out without a leash and nip at children.*
7. *Trash being left in front of home on Matisse.*
8. *Sidewalk on Luce needs to be fixed. What are red markings?*

The CM also noted that pool applications went out to the community with the March newsletter. There was discussion about going out for bid on two major contracts, trash and common grounds maintenance. The CM will get two bids on the trash and three on common grounds. The Board stated that the table in a parking spot on Brandeis needs to be removed.

The CM was asked to run an article in the newsletter about Fairfax County laws on dogs.

GENERAL BUSINESS -- Old

Additional Lighting at the Pool - The email vote to approve \$1255 in additional lighting at the pool did not occur because of additional questions by Board members including how it was going to be paid for. President Jernigan made a motion to approve two motion sensor lights installed on the pool house building facing the parking lot at a cost of \$1,255 funded through the common grounds improvement operating line. Secretary Smith seconded the motion. Vote: 4 yes.

Delinquency Policy – Discussion on the Assessment Delinquency Policy included the priority order of crediting payments received, having Summit add interest with first delinquency letter, and who should prepare the revisions. President Jernigan made a motion to have Rees, Broome prepare a draft revision of the policy and explain the reasoning behind the order of I.I.F., Method of Crediting Payments, in the policy. Secretary Smith seconded the motion. Vote: 4 yes. The CM was asked to contact Summit to see if interest could be added to their delinquency letters and if there was a cost associated with this step.

Trash Can Storage in Single Family Section – The Board discussed the violation that would be cited to residents who continue to store their trash cans in plain sight. The single family covenants state that “all lots must be maintained in a neat and attractive manner so as not to detract from the appearance of the development”. The covenants have wording that specifically states trash cans are to be stored in the back of any lot but the CM felt that those did not apply to the single family section. The Board will review the covenants to ascertain if this is accurate.

Tent/Motorcycle Cover – The Board discussed the Cycle Shell on Brainerd. The discussion is about if it is a tent or not. A tent is a violation of NCA Covenants. There are no guidelines on vehicle covers. The item is free standing and has a floor. All the Board members will go look at it before the next meeting.

GENERAL BUSINESS -- New

Replacement trees in front of pool fence – The recommendation from an arborist is to plant two hollies at the pool fence where a Bradford recently fell. This will provide symmetry in that area. The cost exceeds the CM's limit based on the Tree/Shrub Replacement Policy. Treasurer Whitt made a motion for \$1,122.55 in tree replacement to be funded through the Tree Replacement line in the operating budget. Director Brustman seconded the vote. Vote: 4 yes. Treasurer Whitt made a motion to water the hollies at \$375 for a year to warrantee the hollies to be funded from the tree labor line in the operating budget. Secretary Smith seconded the motion. Vote: 4 yes.

Pool fence – The Board discussed the options of painting or replacing the pool fence. The CM recommended that the pool fence be replaced but with same size chain link and keeping the barb wire. A quote received was for a smaller size chain link and no barb wire. Alaska Fence stated they would be the same cost. Treasurer Whitt made a motion to spend \$14,350 for a two inch black vinyl coated mesh, barb wire, black sleeve on all posts, replacement of all top rail with vinyl coated black on 8 foot fence and on divider fences, and paint gate frames. Director Brustman seconded the motion. Vote: 4 yes. This is a reserve budget item.

Mailbox Landings – The budget line of \$5,500 for curb painting can also be used for mailbox landings since this is a townhouse only funded budget lines. There is no curb painting needed for this year. Two landings were done previously in the community. The CM recommends having Blade Runners replace as many landings as possible up to the dollar limit. After discussion a motion was made and withdrawn. The Board asked the CM to get bids on replacing slate with pavers at several mailbox landings.

Towing Policy Review – The Board discussed whether certain holidays should be exempt from the towing policy. The Board felt there should be no change to the policy or instructions to the tow company and an article should be put in the October newsletter reminding residents that during the holidays, guests should be made aware of our policies.

Paint Interior Pool House – There was discussion about painting the interior of the pool house as outlined in the Maintenance Committee's five year plan of reserve expenditures. Several bids were received but many of the bids did not detail in writing all that would be painted. The CM recommended exceeding the revised reserve line by \$2,545 to go with a painting contractor that she expected would provide quality work. There was concern that some other work that needed to be done would not be addressed. President Jernigan made a motion to award the contract to Ploutis Painting and approve \$7,244 including PVC panels. Director Smith seconded the motion. Vote: 3 yes, 1 no.

Regarding lot 593 Secretary Smith made a motion to waive any charge for an early trash violation. Director Brustman seconded the motion . Vote: 4 yes

Drainage Concern – At the last meeting the Board agreed they needed to see the quote a resident provided broken down between work on her lot and work on the common grounds. This was not passed on to the resident. The CM will contact her. There was discussion on if the Board felt they should put association money into this project. Some felt it should.

President Jernigan made a motion to write off pre-petition bankruptcy debt of \$759.57 for a property on Lemoyne as required by law. Secretary Smith seconded the motion. Vote: 4 yes.

President Jernigan made a motion to write off the delinquent assessment balance of \$808.30 for a property on Luce. This is a foreclosed property and a judgment exists for \$1701. Treasurer Whitt

seconded the motion. Vote: 4 yes

Regarding the delinquent account on Brainerd, President Jernigan made a motion to send the file to the attorney to clear up who owns the property and when ownership transferred. Secretary Smith seconded the motion. Vote: 4 yes.

The meeting adjourned at 10:22 pm.