

NEWINGTON COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – April 6, 2011
Minutes of the Meeting

At 7:01 pm President Sarah Jernigan called the meeting to order. Other board members present were Vice President John Nolan, Treasurer Louise Whitt, Secretary Mike Smith, and Director Kirk Brustman.

PRESIDENT'S COMMENTS

President Jernigan expressed to the Board that she would hope they are able to attend some of the upcoming events such as the NCA Egg Hunt or Clean Up Day so that the Board is represented at these community events. She also stated she will implement a process during the meeting to help move the meeting along more efficiently.

APPROVAL OF MINUTES

Vice President John Nolan made a motion to accept the minutes of the March 2, 2011 meeting with two small changes. Secretary Smith seconded the motion. Vote: 5 yes.

HEARINGS

Lots 61, 96, 254, 429 and 517 were not in attendance for a trash violation. Lot 465 was in attendance for a rule violation. He explained that pictures were taken on a day bags were being brought out of the house for Goodwill and wood was left as contractor had a family emergency. Construction materials detailed in first letter were dealt with immediately. Lot 362 was not in attendance for a rule violation.

COMMUNITY FORUM

A resident has noticed that cardboard is being left around mailboxes almost every week. Residents are putting recycling out for Friday trash pick up and the trash company doesn't pick up recycling. Residents are not bringing the rejected trash back in. Community Manager (CM) has put many notices in the newsletter and flyers on doors. Not sure what else can be done. It was recommended that it be put on the front page of the newsletter. An article will be written stating that if the problem continues, it will cost residents additional money to have a private hauler come through every week. Suggestions are needed from the community on this. Discussion led to use of trash bags, types of trash bags, and pros and cons of requiring trash cans.

COMMITTEE/BUSINESS REPORTS

Treasurer's Report

Treasurer Whitt handed out a Reserve Fund Status Report for the Board to review.

Planning and Development, Lou Tobat

Additional 'No Right Turn' signs were installed at the Rolling Road exit from the parkway. There is through access on Barta Road to Backlick Road but it is not a straight shot. There is significant construction on Ft. Belvoir as their roads are being widened to four lanes. The hospital is expected to open in September. There is no funding for the widening of Rolling Road yet but traffic will be studied as more commuters use the roads to get to Ft. Belvoir North.

Community Manager Report, Lori Randall

- *General*

1. *NCA Vehicle Tickets: 2*

2. *Disclosure inspection(s): 0*
 3. *New Violation letters: TRASH (6), RULES (7), ARCHITECTURAL (2).*
 4. *Exterior Project Requests: 3*
 5. *CM took resident to court for confrontation. According to court, yelling, blocking a path and intimidation do not meet the legal criteria for 'Disorderly Conduct'.*
 6. *Got three quotes on deck drain work*
 7. *Contacted concrete contractors for deck replacement work*
 8. *Contacted contractors for mailbox landing work*
 9. *Quote on replacing aluminum gate with a steel gate*
 10. *Started process for getting common grounds maintenance bids (Met with 2 of 3)*
 11. *Quotes to paint office*
 12. *Called in three broken watchlights this month.*
 13. *Contacted Summit regarding interest on delinquencies.*
 14. *Email vote on drainage issue.*
 15. *Clean Up Day scheduled for May 14, 2011.*
 16. *Annual Egg Hunt scheduled for Saturday, April 16 at 1 p.m.*
 17. *Community Yard Sale scheduled for Saturday, May 21, 2011.*
 18. *Lights installed outside office facing pool parking lot.*
- *Complaints/Issues*
 1. *Resident said gully in woods is blocked and water swelled too high during heavy rain. Felt gully needs to be cleared. The concern is erosion.*
 2. *Minor vandalism at pool on March 6th.*
 3. *Break in and burglary on Moline. Is there a neighborhood watch?*
 4. *Recommendation to work with contractors for group buyer's discounts. Would need a volunteer to coordinate this effort.*
 5. *Neighbor has visitors parking in their assigned parking space. Call tow company.*
 6. *Met with resident about concerns on sidewalk and then she showed me inside her home problems she felt were caused by a neighbor's tree (damp basement, nail pops in ceiling). Tree issue is between neighbors and is not a community/common grounds problem.*
 7. *Concern about tree behind home on common grounds.*
 8. *Neighbors of two vacant properties (LeMoyne and Brainerd) have reported that people are entering the back of the properties at night. Resident called police.*
 9. *Resident is very upset Board has not made a decision on helping with drainage issue in her back yard.*
 10. *Neighbor does not use trash can. Would like to see policy changed to require use of trash cans.*
 11. *Junk cars on Durer – sitting in blank spaces for long periods of time or missing inspection stickers or not in running condition.*
 12. *Barking dog on Marconi. Resident called police.*
 13. *Has cleaned up front stoop but doesn't think he should be cited for empty pots or bikes in front yard.*

If anyone wants to help with the upcoming egg hunt, please show up by noon to put eggs out. Additionally the new pool fence should go up in the next 10 days and all furniture has been removed from the pool house so painting can begin.

As the CM arrived for tonight's meeting a young man jumped off the pool house roof. She will look into options for securing where trespassers enter the pool.

It was suggested that the CM see if the home and garden club would be interested coordinating buyer's discounts from contractors and to find out if anyone has contacted her from the newsletter article.

EMAIL VOTE CONDUCTED BETWEEN MEETINGS

The Board voted to allow a resident to place a drain box and pipe on common grounds at her expense to alleviate the water that backs up in her back yard. Vote: 5 yes. The work has already been

completed.

GENERAL BUSINESS -- Old

Board Goals – The goals were erroneously missing from the Board package. The CM will forward them electronically to the Board members who should respond before the next meeting with possible actions that can be taken to accomplish the goals.

Trash Can Storage in Single Family Section – Since the last meeting Board members reviewed the covenants to ascertain if the General Provisions applied to the single family homes. There were differing opinions. President Jernigan suggested that the attorney review them for an opinion. Secretary Smith felt the Articles allow the Board to create rules that ‘promote enjoyment and benefit’ to the community. The Board agreed that the NCA Trash Policy could be revised to include the requirement that the single family lots must keep trash cans out of sight. The CM will draft a revision for the Board to consider

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 owner was in attendance and answered questions from the Board. The item is free standing and has a floor. The cover folds up when not in use. Vice President Nolan made a motion to allow this motorcycle cover. Treasurer Whitt seconded the motion. Vote 4 yes, 1 no. The CM was asked to put a note in this lot’s file.

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 line. There is no curb painting needed for this year. The Board asked the CM to get bids on replacing slate with pavers at several mailbox landings. She has two bids within \$200 of each other but one contractor offered to purchase all pavers up front and make mailbox landing replacements a multi year project keeping pricing the same for four years. Vice President Nolan made a motion to accept the multi year replacement suggestion as this was a good deal for the community. The motion died due to lack of a second. There was discussion on if this should be paid from reserves. Since the Board will be talking about reserve expenditures on the pool, this subject will be postponed for later in the meeting.

GENERAL BUSINESS -- New

Firepit/Fire code – The fire codes on barbecue grills and fire pits exclude townhomes. The fire pit/grill in the back yard of Matisse is not covered by NCA rules.

Common Grounds Improvements – The CM presented the Board with a chart outlining possible use of the \$5500 common grounds improvement line. The Board has already approved the security lights at the pool house which have been installed. She recommended spending \$2300 to replace the aluminum gate at the office with a steel gate, painting the office and replacing the plexiglass at the pool guard house. President Jernigan made a motion to approve the painting at \$650 and replacing the gate at \$1400. Vice President Nolan seconded the motion. Vote 4 yes, 1 no. The window will be discussed as part of the reserve spending discussion since it was originally in the maintenance committee’s reserve expense recommendations for 2011.

Tree Removal - There are still three priority number one trees on the 2010 tree report that have not been removed. Another diseased tree has been brought to the community’s attention. According to

policy, the Board must approve all tree removals in the woods. Secretary Smith made a motion to take down the five specified trees at a cost of \$2655. This will be paid from the tree labor line in the operating budget. Vice President Nolan seconded the motion. Vote: 5 yes.

Director Brustman was no longer in attendance after 9:00 p.m.

Reserve Spending/Pool Repairs – The pool contractor showed the CM where ¼ of the pool’s waterline tiles are cracked and their concerns with the coping stones all around the pool which was passed on to the Board. They provided a quote of \$27,100 for the work which was less than the previous year’s quote. They expressed concern about the pool passing inspection. There was discussion regarding the postponing of this project over the years because of concern of the effect of widening Rolling Road on the pool. The Board was concerned that the liability issues now outweigh the potential construction. The CM stated that the Board had earlier this year approved \$10K in deck crack repairs, which have not been contracted for yet and \$3.3K in caulking. The deck repairs could be postponed and the caulking would be included in the comprehensive pool repairs. Additionally, the CM suggested that NCA only contract \$16K of the \$24K allocated for path repairs this year. This will result in expending \$6K over the Maintenance Committee’s recommended budget expenses for 2011.

President Jernigan made a motion to spend \$250 to replace the plexiglass in the pool guard house to be funded from common ground reserves. Vice President Nolan seconded the motion. Vote: 4 yes.

President Jernigan made a motion to spend \$27,100 for replacement of all pool coping stones, waterline tile and caulking to be funded from common ground reserves. Secretary Smith seconded the motion. Vote: 3 yes, 1 abstain.

Mailbox Landings – The Board discussed if the mailbox landing replacements should be planned over the next four years at which point they should be funded from reserves. The Board is tabling this topic since there is no need to make a decision this month.

Interest on Delinquent Accounts – Interest is added when the collection attorney receives a delinquent account. The CM was asked to contact Summit to ascertain the ability to add interest prior to passing an account to legal counsel. Based on the minimal value received and the potential charge from Summit due to the complexity of this calculation, the subject will be closed.

The Board adjourned to Executive Session at 9:54 pm and returned at 10 pm.

A property on Euclid was foreclosed on and the resident no longer lives there. This account was passed to the collection attorney due to the \$900 violation assessment that hadn’t been paid. The attorney is recommending that NCA reverse the charge and close the account to any additional action. President Jernigan made a motion to accept that recommendation. Treasurer Whitt seconded the motion. Vote: 4 yes.

Regarding lot 96, 254, 429 and 517, President Jernigan made a motion to assess \$50 for early trash violations. Secretary Smith seconded. The vote was 4 yes.

Regarding lot 61, President Jernigan made a motion to waive an assessment for an early trash violation. Secretary Smith seconded. The vote was 4 yes.

Regarding lot 362, President Jernigan made a motion to assess \$50 for a covenant violation. Secretary

Smith seconded. The vote was 4 yes.

Regarding lot 465, President Jernigan made a motion to assess \$50 for a covenant violation. Vice President Nolan seconded. The vote was 4 yes, 1 no.

Regarding lot 454, Vice President Nolan made a motion that probable cause exists for a hearing on an architectural violation. President Jernigan seconded the motion. The vote was 4 yes.

Regarding lot 268, Vice President Nolan made a motion that probable cause exists for a hearing on an architectural violation. President Jernigan seconded the motion. The vote was 4 yes.

Delinquent Assessment Accounts – The Board reviewed the status report from the collection attorney. Vice President Nolan made a motion to accept the attorney's recommendations on all but two accounts. Treasurer Whitt seconded the motion. Vote: 4 yes. The CM will notify the attorney that one of the residents on the list has recently passed away.

The meeting adjourned at 10:40 pm.