

NEWINGTON COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS' MEETING – August 6, 2014  
Minutes of the Meeting – NCA Pool House Meeting Room

At 7:00 pm President Smith called the meeting to order. Board members present were President Mike Smith, Vice President Beth Rodriguez, Treasurer and Secretary Louise Whitt, Director Kevin Benore and Director Chris Hammel.

#### PRESIDENT'S COMMENTS

President Smith received correspondence from a resident who had some issues with community maintenance. The correspondent became insulting and rude to the community manager and her assistant. President Smith wanted everyone to know that he will not tolerate rudeness and insults towards NCA employees. If a resident can't be polite, don't contact NCA.

#### APPROVAL OF MINUTES

Director Hammel made a motion to accept the July 2nd monthly Board meeting minutes as prepared. President Smith seconded the motion. Vote: 4 yes, 1 abstain.

#### HEARINGS

Lots 13, 482 and 603 were in attendance for hearings.

#### COMMUNITY FORUM

President Smith brought up a homeowner's suggestion of making the newsletter available to the community electronically only. The newsletter is posted on the website and this has been brought up in the past. Keeping track of email addresses for 609 residents would be time consuming but there is a concern that many residents would not look at the newsletter unless it was put on their door. Another resident wanted to stress the importance of attending the annual meeting on August 14<sup>th</sup>. This is when board members are elected and finances and community issues are discussed. President Smith reiterated there are two seats up for election and two additional vacant seats. After the annual meeting, Board members elect officers. It was mentioned that the Board might want to vote by secret ballot to alleviate any hard feelings if more than one person wanted an officer position. There are no procedural restrictions to voting this way.

#### COMMITTEE/BUSINESS REPORTS

##### Treasurer's Report, Louise Whitt

The Budget Committee shared their draft budget with the Board. This is the draft that will be given to residents at the annual meeting. At this time, CPI-U is up 2%.

##### Planning and Development, Lou Tobat

Lou commented on the progress of Route 1 widening and the HOV lanes at McDonalds on Alban should be open after Labor Day. The toll is expected to take effect in 2016.

##### Community Manager (CM) Report, Lori Randall

###### *General*

- *Disclosure Packets: 8523 Jenner, 7844 Marconi, 7741 Durer, 7720 Lemoyne, 8523 Jenner (second time)*
- *Asphalt paths/stream crossing update: Rescheduled for week of June 23<sup>rd</sup>. Not started as expected.*
- *Cleaning of tennis courts is finished.*
- *Office step broken and replaced. More will need repair.*

- *Reserve study received this week.*
- *Titan had extra drydek from another pool job and offered us materials at cost of installation, \$350.*
- *New water fountain installed at pool to be in compliance with health inspection.*
- *Auditor visit and draft audit received.*
- *Discussions with grounds contractor and trash contractor on contract renewal.*
- *Prepared draft 2015 budget spreadsheet for budget committee.*
- *Broken charcoal grill in grassy area of pool replaced.*
- *Shade canopy for grassy area of pool installed.*
- *Fire extinguishers, to meet fire code in pool, replaced.*
- *Hot water heater not running. Notified Titan. Appears only to be a breaker reset.*
- *Paint for picnic tables.*
- *Monday morning (8/4) water pouring out of hot water heater into storage room and meeting room bathroom. Release valve open again. Was told previously that this cannot open on its own.*
- *Resident who is extremely active in cleaning up trash throughout the community and finding early trash offenders is ill.*

#### *Resident Complaints/Issues/Comments*

- *Neighbor is not picking up dog poop on Eucalyptus/Matisse. Pit bull is running around off a leash.*
- *Light on Jenner court not working properly.*
- *Did not like getting notice of parking too long in numbered space. If he doesn't leave his car in the space, someone else will.*
- *Trash can being left out on Luce Court.*
- *Trees touching two homes on Brandeis*
- *Resident did not get invoice in mail.*
- *Was concerned that notice of parking too long in a blank space was retaliation from neighbors.*
- *Bees in pine needles next to tree which is next to fence.*
- *Home on Moline needs repairs and would like stump along tree line cut down to ground. Tree, including stump, came out of ground in storm but only tree removed.*
- *Plans to remove a branch overhanging a parking space on Luce. [Note: NCA does not remove branches that overhang parking spaces unless the tree branch has been deemed a safety concern in the arborist's annual tree inspection]*
- *Watch light has not been repaired yet on Jenner. Small dead tree not removed.*
- *Bee hive in common ground near Mattise. [Note: NCA does not take care of bee's nests. Nor do we treat poison ivy, spiders or ticks]*

President Smith called Tibbs Paving to find out why they have not started the path/stream crossing project. The weather and staffing problems have contributed to the delay. Tibb's owner apologized for bad communication but the project should be started this month.

#### GENERAL BUSINESS – Old

NCA Commercial Vehicle Policy – A resident had asked the Board to reconsider using 'Truck' license plates as a means of identifying commercial vehicles. The Board agreed that length and height provisions in the policy were sufficient. Director Hammel made a motion to revise the policy removing #7 Vehicles with Truck Plates. Director Benore seconded the motion. Vote: 5 yes.

Saratoga Swim Team – The CM provided the Board with a list of considerations when deciding if they should host a swim team with members outside NCA. The topic is tabled until someone from the Saratoga Swim Team approaches the Board with more information.

Architectural Standards, Article VI, Section 22, Windows – A resident has interpreted the mullions requirement for windows different than was intended. The CM prepared a revision to the Architectural Standards to clarify the requirements. The Board discussed whether the new style should be considered. The Architectural Committee Chairperson has agreed to look at the design. Director Hammel suggested opening the topic up for discussion at the annual meeting. The topic is tabled until the September meeting.

Contracts – Two big contracts expire in 2014, trash and common grounds. Both existing contractors have provided good service. The common grounds contractor has offered the Board three contract packages; a \$2800 increase for a one year contract; \$5800 for three years; or \$4800 for five years. Vice President Rodriguez made a motion to enter a five year contract with Blade Runners. President Smith seconded the motion. Vote: 5 yes.

American Disposal has offered a three year contract with no increase in the first year and adding language for clarification of community cans and billing. Years two and three are subject to increases in CPI-U and County landfill increases. Vice President Rodriguez made a motion to renew for the next three year with American Disposal for trash services. Director Hammel seconded the motion. Vote: 5 yes.

#### GENERAL BUSINESS – New

Annual Tree Inspection, Priority 1 – The CM provided a copy of the annual tree report to the Board and asked their approval to remove all priority one trees. Additionally a resident offered to pay to have a priority 2 removed. The cost for all would be \$3,300. Director Hammel made a motion to approve the recommended tree removals. President Smith seconded the motion. Vote: 5 yes.

Provision for Doubtful Accounts – Treasurer Whitt presented the Board with an analysis of the doubtful accounts as of June 30<sup>th</sup>. The analysis shows provisions should be about \$2,000 more than they are but in 2014 NCA has only had to write off \$400 in uncollectable debt.

Curb Painting 2014 – As a part of routine maintenance all addresses, tic marks and fire lanes are power washed and painted throughout the community. Because of the cost and other street projects, the process will take four to five years. NCA has a quote to paint Luce, Moline, Euclid/Getty and the single family curbs. Based on the budget for curb painting, the CM recommends Luce, Euclid/Getty and the single family homes be done this year. Treasurer Whitt made a motion to paint those curbs at a cost of \$8560. Vice President Rodriguez seconded the motion. Vote: 5 yes.

Brainstorming – Vice President Rodriguez saw a makeshift bridge over the stream that runs through NCA community property and expressed concern after liability issues with leaving it there. She also asked the Board if she could have permission to remove a branch from a common ground tree that hangs over her parking space at her cost. The Board agreed.

At 8:35 pm Vice President Rodriguez made a motion to convene to executive session to discuss hearings and probable cause on an architectural violation. Director Hammel seconded the motion. Vote: 5 yes.

At 9:05 pm President Smith made a motion to reconvene to the regular meeting. Vice President Rodriguez seconded the motion. Vote: 5 yes.

Regarding Lot 189, Director Hammel made a motion there was cause for a hearing. President Smith seconded the motion. Vote: 5 yes.

Regarding Lot 13, President Smith made a motion to waive any charges for a trash violation. Vice President Rodriguez seconded the motion. Vote: 5 yes.

Regarding Lot 482, President Smith made a motion to assess a \$50 charge for an early trash violation. Vice President Rodriguez seconded the motion. Vote: 3 yes, 2 no.

Regarding Lot 603, Director Hammel made a motion to waive any charges for a trash violation. Director Benore seconded the motion. Vote: 5 yes.

President Smith made a motion to adjourn at 9:09 pm. Vice President Rodriguez seconded the motion. Vote: 5 yes.