

**Newington Community Association
Board of Directors' Meeting—December 7, 2016
Final Minutes of the Meeting—NCA Pool House Meeting Room**

At 7:00pm President Benore called the meeting to order. Board Members present were President Kevin Benore, Vice President Sarah Jernigan, Secretary Elizabeth Rodriguez, Treasurer Dennis Kruse, Director Stacey Perritt and Director Florence Smoczynski.

President's Comments

President Benore stated that we need to send an email to the community reminding residents to be mindful of their packages. A neighbor on Kitchener had their package stolen from their front porch. Recommendations discussed were nearby Amazon lockers, asking courier services to hold packages or have it delivered to a neighbor. Director Perritt also suggested it was a good time to remind residents to keep car doors locked too.

Email Votes

None

Hearings

None

Approval of Draft Minutes

President Benore asked if anyone had changes to the November 2, 2016 draft minutes. Treasurer Kruse had changes to his treasurer's report under draft budget under old business on the doubtful account analysis and will send the changes to the Community Manager (CM). No other changes. The minutes will stand as amended.

Community Forum

President Benore stated that the Community Forum will be time boxed at 10 minutes.

Secretary Rodriguez stated that her husband was walking along Gwynedd and saw what he believes is a deer blind. CM will look into it and report to the Board.

A resident offered to help with feral cat issues on Luce Court. She works with a rescue and can help if there are kittens in the area to trap and rehabilitate them to get adopted. She also offered to help find additional TNR services for cats who may need to be spayed/neutered. She stated that there is no way to get rid of feral cats. She also stated that you don't want to get rid of feral cats because they help with rat, mice and snake population. She does agree that feral cats need to be controlled. She said that feral cat colonies have their own territories so they don't let other cats in. She wanted to know who is feeding them. CM stated the other issues the office has received is fecal matter in yards, making residency in people's bushes, trash from feeding the animals, attraction of other wildlife.

A resident stated that you can develop housing stationed away from the immediate townhomes to keep them away from neighbor's bushes, etc. If you develop housing, e.g., closer to the woods, they will stay closer to the housing, keeping the food source at their housing will also keep the fecal matter and the cats out of people's yards.

The CM will work with the resident to try to help others in the community who are having issues with the feral cats to see if we can help alleviate the situation. It's best to move the colony closer to the woods and away from the homes. There was discussion about additional

sightings of foxes, including a brown one.

Director Perritt suggested that the resident put a message in the next newsletter about the bedding, how to properly feed them not on the front porches, etc.

There was discussion on a successful feral cat colony off Lake Pleasant.

A resident had a comment on the trash and the fact that at 5pm it's dark. A resident suggested that maybe adjusting the time of the trash to match the time change. For example, in the winter fall back to 4pm and spring forward back to 5pm so people don't have to haul trash around from the back to the front of their homes in the dark. President Benore asked that discussion be added to the Trash Policy Committee for further review.

Committee Reports

Treasurer's Report – continue to look at delinquent and doubtful accounts. The Budget Committee will do further analysis. He would like to develop a tracking report on overdue accounts. The first report for the assessment report – 47% increase in overdue payments. It's a cyclic thing. President Benore asked if they stayed past due or if was just 30 days. Director Perritt asked if residents opt out of receiving the paper invoices from Summit would there be any savings. Despite the increase, Treasurer Kruse reported that he did a recalculation of the doubtful account analysis based on the October report and the recalculation showed that sticking with the \$16,000 was valid and the recent write-off helped that.

The trash increase was received from American Disposal for 2017. The projected budget will cover the increase, however, at the 3% increase in 2016 and 4% increase in 2017 and the fact that we are constrained to assessment increases based on CPI, we could fall short in the long run. The total payment of the trash bill is a quarter percent of the total annual budget. Going forward NCA may need to look at cutting back in other areas since this budget line is almost 23% of the budget.

Community Manager's Report - General

- One disclosure packet this month; three parking tickets issued
- December newsletter completed and delivered
- Holiday party planning in progress; volunteer from NCA is coordinating the party
- 2017 assessment letters sent to homeowners
- New association dues for 2017 communicated to Summit
- Summit scheduled to mail invoices on or before 12/15/16
- Waiting for updated invoice from Fairfax Water Authority; have reminded them
- Crackseal on Moline complete
- Lights on Moline and Getty repaired
- Architectural reviews on Marconi completed; Gwynedd and Jenner next
- Requests for insurance bids have been requested
- Blade runners completed one round of leaf pick-up; next is scheduled for 12/21-12/23

Resident Complaints/Issues/Comments

- Central Springfield Little League (CSLL) inquired about using our ballfield for practices
- A resident stated that residents from Springfield Oaks may be parking on Lemoyne
- A resident complained that Blade Runners was picking up the leaves too late this fall
- Resident complained that Blade Runners blew leaves but they ended up in her yard before they came back to pick-up
- Resident suggested that the Board should get out and look at the neighborhood regularly
- School bus reported on Lemoyne again
- A resident questioned why the townhomes pay more in dues than the single family homes
- Resident with out of state tags had car towed, asked NCA for a grace period
- Resident looking for service hours within the community
- An abandoned basketball hoop left on Getty Court

- A resident wanted to know where the quarterly assessment schedule was posted
- Snake found on front stoop of a home on Getty court
- A resident wants to replace his roof and had questions about style of shingles, etc.
- Early trash reported on Jenner
- New resident wants to replace the roof and requested additional information

Planning & Development - Mr. Tobat attended a follow-up meeting with Parkway Planning Committee. Main concerns for short term issues include the bike and walking paths on the parkway. They don't have lights and may redesign some of the waking paths where there are no lights.

Improvement for existing traffic lights, on the parkway, is to make them more visible by adding yellow "backlights". This has been completed.

Snow removal on the parkway is still an issue, they usually put the snow on the bike and walking paths.

Long term 25-30 year discussion included HOV lanes, special bus lanes, to help alleviate some of the traffic, increase Rolling Road to 95 to 6 lanes. Express bus services, from 95 to Belvoir – increase to 8 lanes. Lot of discussion on long term improvements to the parkway to get rid of the lights along the parkway

The entrance to the new army museum (visitor building expected first, then full completion of the museum in 2019) will be just off the parkway before Kingman. From Route 1 to Kingman expanding the lanes and including a turn lane with another traffic light.

Architectural Advisory Committee – The committee had its first meeting on Nov 19. Discussed three issues: Architectural Advisory Committee and Control Committee roles and responsibilities; discrepancies within some of the articles in the Architectural Standards, but would like more community involvement in helping to update these standards; electrical vehicles charging stations

The first meeting was discussions only not offering resolutions at this time. Discussion on individual electrical vehicle (EV) charging station or potentially a community charging station for multiple vehicles. A lot of considerations to consider with installing individual EV charging stations. This could be good for the community that we are 'going green' and potential tax advantages, things for committee to look in to.

President Benore clarified that until the Board can come up with a solution to charging electrical vehicles within the community it is not a solution to run electrical cords across NCA common property and it is a safety issue and can be a violation to the resident, if not corrected. In the meantime, the Architectural Advisory committee is doing great work in trying to come up with some potential options.

There was discussion on sending the community a survey to get feedback on electrical vehicles and green spaces.

Website committee – Secretary Rodriguez will meet with CM to review all outstanding emails and report to the Board at the next meeting.

Trash Policy Committee – Director Smoczynski stated that the first committee meeting will be Sunday, December 11th at 2:00 pm. There are two residents who have volunteered to be on the committee.

A resident commented that there is no issue with the current policy as it is. The resident stated that for the older residents in the townhomes it's a huge challenge to get trash from the back of the townhomes around to the front. The developer of the community did not take it into consideration when they wrote the covenants. There is no designated trash area. There are no sidewalks. Older residents can't lift trash cans.

There was discussion on whether a common designated trash area that is fenced in could potentially be the solution, but comments were that it would still be unsightly, smell and attract other wildlife, e.g., skunks. In addition, who would be responsible for maintaining and monitoring it to keep it looking nice?

The townhomes are not designed for trash. It's easier for the older resident to just carry trash bags.

President Benore commented that even though there are no designated areas, there are some informally designated areas. President Benore stated that the trash committee needs to try to mitigate the issues, the trash committee has to try to resolve some of the issues.

Old Business - General

Proxy Policy - There was a question from one of the members that the Monday at 12 Noon is too soon to validate proxies if a resident has more than 5 proxies. The Board felt the 12 Noon deadline on Monday is not unreasonable. President Benore requested that the updated proxy be published in the next monthly newsletters for community's input with the highlighted changes.

New Business – General

Employee bonus – President Benore read from the employee compensation awards section. President Benore made a motion to award a bonus to the NCA CM and Assistant Community Manager (ACM) of \$500 each from budget line item 7623. Director Perritt seconded. President Benore completed the mid-year review with the Community Manager. Next employee reviews will be in May 2017. Vote 6 yes.

January Board meeting – President Benore stated that he will be out of town. Another Board member will also be out of town. There was discussion on cancelling the meeting or rescheduling the meeting. The consensus was to cancel the January Board meeting. An email vote can be held in-between if there is anything pressing. With no objection from the Board or the community members, the next Board meeting will be February 1, 2016.

There was a resident who joined the board meeting late. She came to join the trash policy discussion that already took place. The resident mentioned that she also saw a snake recently and she killed it and tossed it in the woods. She wanted an update on the common ground pine trees. She received a notice that her storage box on the side of her house and shopping cart is not allowed.

President Benore made a motion to adjourn the meeting at 8:30 PM. Secretary Rodriguez seconded. Vote 6 yes.

NEXT MEETING: Wednesday, February 1, 2017 - 7:00 PM, NCA Pool House Meeting Room. All residents welcome. **The January 4, 2017 Board is cancelled.**