

NEWINGTON COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – March 4, 2015
Draft Minutes of the Meeting – NCA Pool House Meeting Room

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

APPROVAL OF MINUTES

Director Smoczynski made a motion to accept the January 7th monthly board meeting minutes, with the replacement of the words ‘CD rates’ with ‘investment choices’. Treasurer Whitt seconded the motion. Vote: 4 yes, 1 abstain.

Secretary Hammel made a motion to accept the January 7th monthly board meeting executive session minutes as written. President Rodriguez seconded the motion. Treasurer Whitt felt there was not enough detail of the discussion regarding Lot 178. No alternative wording was suggested. Vote: 3 yes, 1 no, 1 abstain. Motion passes.

EMAIL VOTES HELD BETWEEN MEETINGS

In continuation of a discussion held on January 7, 2015, regarding the pool rules, President Rodriguez made a motion to hold an email vote and to accept the pool rules with revisions. Having an email vote: 5 yes. Pool rules with revisions vote: 4 yes, 1 no.

HEARINGS

Lot 178 had an opportunity to comment on his architectural violation.

COMMUNITY FORUM

A resident was unhappy that the snow contractor plowed snow into his empty parking and up on to the sidewalk. The clearing of the sidewalk was very difficult.

A resident felt that he should have been given a warning for a violation. He believed the article in the newsletter about weather related trash cancellations was a warning and enforcement was not uniform when many resident left their trash out despite the article. He asked about how a resident could get a policy changed. The CM will review the rules and get that information to him.

There was also a recommendation that NCA clear the sidewalks on Northumberland so that kids could safely walk to school. These sidewalks are maintained by the County and the County does not do sidewalk snow removal. Another resident recommended getting a group of neighbors together to clear them. NCA does not have the resources to clear sidewalks on community property, much less County property.

COMMITTEE/BUSINESS REPORTS

Treasurer’s Report, Louise Whitt

The TIPS investment of \$190,000 in reserve funds matures on April 15th. The Treasurer provided information for the Board to review including a newspaper article on TIPS, Treasury rates and various bank account rates (i.e. savings, checking and cd’s).

Community Manager (CM) Report, Lori Randall

General

- Disclosure Packets: 8322 Moline, 8338 Moline
- Asphalt paths/stream crossing update: waiting for county to approve bridge design that rebid path work and both stream crossings.

- Brandeis Way renovation: contract signed
- Maintenance five year planning spreadsheet. Updated with new reserve information.
- Development of community survey in progress.
- Annual Worker's compensation insurance audit complete. No additional fees.
- Delinquency case went to court. Board update needed.
- Home made bridge on common grounds over stream. Fliers went to homeowners in areas most likely to have built bridge asking that it be removed. Tear down by NCA will be handled in Spring.
- Confusion on new invoices regarding late fees. NCA implements an Administrative fee if assessments are 30 days late to cover cost of a reminder letter. Late fees are imposed after 60 days (per State law). Going forward, invoices will have a 30 day date and no amount.
- Water meter broke Friday 2/20. Tina was working at time so no prolonged loss of water. Replaced on Monday. Additional valve breaks repaired by Titan.

Resident Complaints/Issues/Comments

- Watch Lights on Euclid were not on Sunday evening around 6 pm. Checked around 7 pm and all seemed fine.
- On Thursday 1/22 two men going door to door. The one said he was from Verizon. Neither man had Verizon clothes. One man was wearing a redskin jacket. The man would not give his name or a customer service phone number. Her screen door handle was broken off during the time they were in the area. Since there is a 'no soliciting' sign on Northumberland, she wanted to let us know in case something could be done. Maybe place info in newsletter.
- Resident is unhappy with how long the violation process takes regarding a home in the community.
- Two residents asking about responsibility of trees. Names of NCA tree contractors were provided to them.
- Trash being put out early on Euclid that they would like office to follow up on.
- Resident reported to police that a man in a hoody was on Kitchener at 5:30 AM checking every car door handle. (2/2/15)
- Tire cut on Matisse 11 pm. (2/3/15)
- Late fee waiver requests. They can appeal to Board at a board meeting.
- Mini fridge not pick up with trash for months.
- Pine tree next to home fell over in high winds.
- Snow 2/16: snow contractor does clear down to pavement, snow contractor used his two open parking spaces (vacant property) to push snow to curb causing wall of snow on sidewalk, trash contractor that cancelled pick up is not giving us good service.
- Feels other communities have better snow removal. When asked, she provided streets that are state streets. She will contact VDOT to comment on Delong and Lodge.
- Snow 2/22: snow contractor plowed slush behind vehicle and then it turned icy. Would have preferred no snow removal. Snow around mailbox turned icy making it difficult to get to mailbox.
- Accessed car on Kitchener. Nothing of value in it but made a mess.
- Water seeping from under wall adjoining neighbor's vacant property. [Response: NCA doesn't keep phone numbers of residents on file. Did some online research to find owner. Will write an article about getting to know your neighbor.]
- Saw young men trying to enter cars on Durer. What can NCA do? Would recommend looking for a new snow contractor based on condition of Delong. [Response: please call police on suspicious activity. NCA's snow contractor does not plow Delong, it is a State maintained road] Will run article in next newsletter.

- A resident has expressed interest in being on the Board. Anyone interested should attend Board meetings held on first Wednesday of every month.
- Resident would like NCA to provide service for hauling away refrigerators and other white goods.
- Solicitors knocking on their door in the evening. [Response: NCA has posted three 'no soliciting' signs in the community and should contact the police if concerned]
- Puddles on common ground and sidewalk that freeze up. [Response: puddles are more common when snow is on ground and ground is frozen. Will look at problem areas when the weather is warmer and include on maintenance list if necessary.]

The CM noted that the engineers have been going back and forth with the County modifying the bridge design and are hoping for approval soon.

The number of incidents where cars are being entered into throughout the community was highlighted for the Board. It is very important residents call the police if they see suspicious activity.

Regarding the pictures a resident shared of puddles on common ground next to her home, the Board asked if there was a negative impact on an individual's property since it appears the puddles are only on common grounds. Also how long after it stopped raining before the puddle was gone.

Planning and Development, Lou Tobat

Lou mentioned that Route 1 construction is active. A new housing development is going up. Also, the gates on Ft. Belvoir are being automated with access cards, which takes more time and causing traffic congestion on Route 1.

Personnel Compensation Procedures, Chris Hammel and Kevin Benore

Secretary Hammel and Vice President Benore had a committee meeting. One past board member showed up to offer some suggestions. The plan is to separate compensation discussions from the budget process. The plan will include a review and appeal process. A follow up meeting will be held.

GENERAL BUSINESS – Old

Architectural Standards, Article VI, Section 22, Windows – Vice President Benore made a motion to accept the changes to the Architectural Standards as published in the February newsletter. President Rodriguez seconded the motion. Vote: 5 yes.

Community survey – Survey monkey only allows 10 questions for free. After that, there is a charge. The CM is looking at some other online surveys.

GENERAL BUSINESS – New

Political Signage and Amending the Conditions, Covenants and Restrictions – President Rodriguez would like to amend the Declaration of Conditions, Covenants and Restrictions amendment section to coincide with the Virginia Property Owners Act so that instead of obtaining 75% of the owners signatures to make an amendment, only 66% would be needed. The CM pointed out that our attorneys would need to be consulted. President Rodriguez felt there were enough people who would like the CCRs changed to allow the posting of signage in the community, specifically political endorsements during election time, that there might be a group who could help in this endeavor. The subject will be tabled.

Maintenance Planning for 2015 – The CM provided the Board with a spreadsheet for reserve maintenance. Besides the projects of replacing Brandeis Way and replacing more path and stream

crossing work, it was recommended that NCA look to replace more structures on the tot lots, repair the tennis courts, and replace some sections of the pool deck. The CM will provide the Board with tennis court repair options at the next meeting. The deck repair can only be done before or after the pool opens and the project will be looked at in conjunction with other concrete work to save money. Secretary Hammel made a motion to pursue \$20,000 in repairs at the tot lots. Vice President Benore seconded the motion. Vote: 5 yes.

Brainstorming – During a conversation on snow removal, Treasurer Whitt mentioned that she lives in a development that has gotten VDOT's permission to plow State streets. She will share some information she has on the subject.

At 9:55 pm Secretary Hammel made a motion to convene to executive session to discuss a write off, a hearing, a violation appeal, and the results of a court case. Vice President Benore seconded the motion. Vote: 5 yes.

At 10:11 pm the Board reconvened to the regular meeting.

NCA collection attorney recommends write off of the outstanding assessment balance for a property that has been foreclosed and the owner no longer lives in the community. Regarding the write off, Treasurer Whitt made a motion to write off \$834.30 as uncollectible on Lot 530. President Rodriguez seconded the motion. Vote: 5 yes.

Regarding Lot 178, Secretary Hammel made a motion to assess \$50 for a violation. Director Smoczynski seconded the motion. Vote: 3 yes, 2 no.

Regarding Lot 45, Vice President Benore made a motion that the original violation charge stands. Director Smoczynski seconded the motion. Vote: 4 yes, 1 no.

At 10:15 pm Director Smoczynski made a motion to adjourn. President Rodriguez seconded the motion. Vote: 5 yes.