

NEWINGTON COMMUNITY ASSOCIATION  
Minutes of the Meeting of the Board of Directors  
Video Conference Call, Meeting ID: 145 225 9182  
February 2<sup>nd</sup>, 2022, 7:00 pm

**CALL TO ORDER:** Meeting was called to order at 7:02 pm by President Ramirez

The meeting was virtual and recorded.

**BOARD MEMBERS PRESENT:** President Debby Ramirez, Vice President Bobby Royal, Treasurer Phil Space, and Secretary John Kylis

**MANAGEMENT PRESENT:** Stephanie Reed

**OTHER ATTENDEES:** 4 residents

**PRESIDENT'S COMMENTS:** President Ramirez thanked everyone for joining the meeting. She thanked everyone for their patience as we continue to work with the contractor with the fallen trees in the community.

**COMMUNITY FORUM:**

A resident recommends verbiage of the agenda for the Architectural inspections to read bi-annual. And voices opposition to digital pool pass processing.

**HEARINGS:** No hearings were scheduled

**APPROVAL OF MINUTES:** Meeting Minutes passes by acclamation.

**OFFICER/COMMITTEE REPORTS:**

**Treasurer's Report/Finance Committee** – Treasurer Phil Space

- Within \$1,000 for snow removal.
- Awaiting invoices from tree removal contractor [work ongoing]
- Proposal to invest money from reserve fund.

**Welcoming Committee** – Chairperson: Regina Watson (Regina was not present, President Ramirez provided the summary)

- Meeting held on Dec 30, 2021 (Regina, Debby, and John attended), moving forward packets will be delivered monthly.
- Outstanding packets already received; to be delivered.
- Magnets and gift cards ordered.

**Environmental Committee** – Chairperson: John Kylis

- Spring is coming! Start thinking about spring lawn care. Please email [Environment@NewingtonCommunity.org](mailto:Environment@NewingtonCommunity.org) with any questions.

**Planning & Development** – Lou Tobat

**Reserves & Maintenance** – Chairperson: Beth Rodriguez

- Report emailed to the Board with 'to date' areas of concern. Complete list and pictures will be emailed.

**Recreation Committee** - Vacant

**GENERAL BUSINESS-MANAGEMENT REPORT:**

**Votes Held Between Meetings** – Stephanie Reed, Management None.

**Homeowner's Communications** – Stephanie Reed, Management

- A few updates/questions about ARC violations/hearings from previous two months
- Answered questions about 2022 assessments and January statements (stated they should be received soon)
- Answered many questions about tree removal and damage to property from snowstorm (sent contractor out to inspect and remove tree's if needed)
- Answered questions about trash schedule due to inclement weather (spoke with American Disposal regarding schedule and communicated any changes on website)
- Responded to inquiry for Master Insurance Policy (referred to insurance company)
- Updated email address to homeowner for access to Vantaca.
- Request to add email to NCA email distribution list (sent to Cheryl)
- Received and processed RV lot registration renewal for two homeowners
- Answered question from homeowner about placing ad in newsletter
- Request from homeowner to refund towing fee (towed for expired tags and told him we could not refund)
- Request to remove stove left on Brandeis (contacted trash company to remove)
- Complaint about vehicle parking in homeowner spot (told homeowner to contact us if it happens again)
- Request from homeowner to receive new recycling bin (directed him to office for any extras)
- Complaint from homeowner about tree company and how slow they were on removal of pine tree on Brandeis (informed homeowner that they were doing the best job that they could and there was a lot of work that needed to be complete)
- Request to look at drainage problem on common ground behind Brandeis (Management will look next time on property)
- Request for when Christmas Trees would be picked up (American Disposal confirmed it would be the week of the 24th)
- Question about when white goods pick up (responded to homeowner that pick up is on Tuesday)
- Notification from homeowner in neighborhood that guest parked on DeLong and vehicle was broken into. Police report was filed.

**OLD BUSINESS**

- Maintenance – Operating: tabled until final cost of tree maintenance is completed
- Maintenance – Reserves: \$125,000 available for Lemoyne repaving project.
- Architectural Inspections – Procedures/content tabled to March

- Neighborhood Crime Watch – Request for volunteers printed in the newsletter. Will be listed in this upcoming newsletter again, on the website and bulletin boards. Tabled for March.
- RV Lot Form – Form verbiage edited for clarification.
- Pool Passes – Management’s procedure for processing pool passes to be updated/streamlined for 2023 season.

#### **NEW BUSINESS**

- Pool Rules 2022 – no changes from 2021
- Sign Up Genius – Management will confirm that the annual fee is not on automatic annual renewal.
- Meeting Room Key – Board agreed to having a lockbox installed by the pool with the meeting room key and gate key to access/put away the bulletin board signs.

The Board convened into Executive Session at 8:27pm.

**EXECUTIVE SESSION:** The Board Convened into Open Session at 8:50 pm

#### **MEETING MOTIONS:**

1. **Motion:** To commence paving project on LeMoyné in September 2022, proposal option #2; not to exceed \$125,000 of which no more than \$5000 allocated to engineering. Made by VP Royal, Seconded by President Ramirez. Vote: 4 Yes 0 No
2. **Motion:** To accept revisions to the RV lot form verbiage concerning the \$10 application fee. Made by President Ramirez, Seconded by Secretary Kyllis. Vote: 4 Yes 0 No
3. **Motion:** To accept Daniel Bojanini to fill vacant Board position term ending August 2024. Made by Secretary Kyllis, Seconded by VP Royal. Vote: 4 Yes 0 No
4. **Motion:** To uphold administrative late notice fee for Lot 608. Made by Secretary Kyllis, Seconded by President Ramirez. Vote: 4 Yes 0 No

**ADJOURNMENT:** The Board adjourned at 8:53 pm

Meeting minutes submitted by Secretary Kyllis.