

**NEWINGTON COMMUNITY ASSOCIATION
MONTHLY BOARD MEETING
JUNE 6, 2018**

Members Present: Treasurer Dennis Kruse, Secretary Beth Rodriguez, Director Parker Watson, Director Karen Chauvin and President Sarah Jernigan (arrival slightly delayed). Director Stacey Perritt was absent.

Meeting Called to Order: Treasurer Dennis Kruse called the meeting to order at 7:02 pm.

Community Forum: The following issues were raised by residents –

- Tree at the intersection of Rolling Road and Delong is obstructing the view of drivers coming from Delong onto Rolling road. Suggestion was made that the community contact VDOT to get the matter resolved. Community Manager said she would look into this.
- A suggestion was made that to add regular and primary elections on the community calendar.
- A resident raised concern on the condition of the tables, umbrellas and the bathrooms at the pool. It was felt that a budget item for replacement/repair of pool furniture should be part of the budget. Items were also mentioned about the condition of the bathrooms. If a committee for pool maintenance were started, she would be glad to help where needed and help in getting the NCA community involved. Director Kruse mentioned she should consider giving input to the budget committee. She thought community members might be willing to volunteer doing some repairs for the pool. She thought that upgrading the pool was important for the community.

President's Comments: None.

Hearings: None scheduled.

Approval of Minutes: The minutes of the May 2, 2018 Board meeting were accepted by acclamation without amendments.

Committee Reports:

Planning and Development – Lou Tobat: He asked about the speed bumps on Northumberland and was told that the balloting was still ongoing and being done by the Saratoga HOA. In order for the state to install the speed bumps 50% of the homeowners, who live off Northumberland, must participate and 60% of the participating homeowners must say yes. Lou also advised everyone to watch out for new potholes, especially the big one on Route 1.

Architectural Advisory Committee – Stacey Perritt: No Report

Treasurer's Report/Budget Committee – Dennis Kruse

Treasurer Kruse gave a report, highlights of which included -

- Operating expenses through April are ahead of budget. Pool and common maintenance expenses will pick up. However, overall, we are in good shape.
- Delinquent accounts – Total amount overdue more than 90 days has decreased to less than \$25,000.00, lowest in at least four years. Calculated provision for doubtful accounts has decreased to \$12,000, lowest in at least eight years. Treasurer noticed many accounts that are delinquent are in small amounts. Suspect it is due to people not having the correct amount withdrawn from their bank accounts. After discussion of Treasurer's suggestion to mail a letter to accounts with low amounts overdue, it was decided that CM would mail a letter to those

account holders that have small overdue to remind them to change the amount that is withdrawn from their bank account to equal the current HOA dues amounts and to pay the overdue amounts on their account.

- Discussion on monies that were reinvested in Treasury notes in a “ladder structure.” Interest rates vary up to 2.5% depending on length of maturity. One fourth of these notes will be maturing every 6 months.
- We need to get started in working on the budget so we can present a preliminary budget for the annual meeting in August. Need volunteers to work on the finance committee.

Reserve/Maintenance Planning Committee : no report

- Beth Rodriguez volunteered to chair this committee.

General Business:

Administrative:

A. Votes Held Between Meetings

- Rollover approximately \$93,400 in 14 month CD’s with Alliance. Unanimous to hold vote. Unanimous to approve.
- Spend \$788 on 3 men’s room shower head repairs. Unanimous to hold vote. Unanimous to approve.
- Spend \$325 on postage to cover ballots being mailed to North side of community for speed hump vote. Unanimous to hold vote. Unanimous to approve.

B. Resale Inspections

8448 Kitchener, 8580 Gwynedd, 8409 Finlay, 7838 Godolphin, 8477 Kitchener, 8260 Getty, 7754 Matisse, 8350 Moline.

C. Architectural Modifications Applications (5/2/18 to 5/30/18)

- | | |
|---|---|
| 1. Moline, Deck – Approved. | 7. Marconi, fence - Approved |
| 2. Gwynedd, deck – Approved | 8. Gwynedd, paint siding - Denied |
| 3. Luce, roof, door, windows, shutters - Approved | 9. Gwynedd, windows – Pending |
| 4. Matisse, shed – Pending (requested owner, not tenant submit) | 10. Matisse, patio/shed – Pending |
| 5. Brandeis, roof/siding - Approved | 11. Kitchener, paint entry door - Pending |
| 6. Brainerd, roof – Approved | |

D. Homeowner Communications

- Two homes on Godolphin need yards mowed [door hangers]
- During heavy rain storms, storm drain at end of Gwynedd stopped draining. [called County Stormwater Management]
- Tree across NCA trail. [need to confirm on NCA property, not Park Authority]
- Basketball hoop on Delong is nice for kids but they don’t clean up. People are taking too long to retrieve trash cans on Durer and are putting recycling out on Fridays which sits until Tuesday.
- Owner wanted to know if NCA called the County on their missing siding from wind storm damage. [Management would have written a violation letter before getting County involved.]
- Association is not doing enough to address property on Moline.
- Watch light out at 7712 Lemoyne. [Reported to Dominion Power.]
- Concerns with condition of pool on opening weekend.
- Basketball court in woods needs cleaning and painting
- Two residents on Jenner court expressed concern with maintenance of homes in that area
- Request to remove a common grounds tree on Lemoyne [CM to look at and shared info on homeowners’ ability to remove roots and branches that cross property line]
- Request to clear out a tree that fell in the woods.

E. Violation Letters

1 violation letter and 2 towing notices sent since last meeting
(Beth Rodriguez to do property inspections for Godolphin, Cushing and Finlay)

F. Other Actions

- Proofed minutes and June newsletter.
- Added a new ring on post so yellow gate is secured when open.
- Fairfax Water contacted in March on path repairs from pipe replacement in stream bed inn 2017. Seems to be avoiding the path repair question. (5/2018 and 6/2018) Needs follow up.
- Continuing to monitor blank space usage on Kitchener, Brainerd, Brandeis and Euclid.
- Provided check and two sets of owner labels to Saratoga Community for ballot mailing.
- Yard sale. Postponed to Sunday, May 20th due to weather. Signs put out. Fees collected. Average turn out.

Old Business

- Website Procedures – Secretary Rodriguez presented the finished proposed procedures for the NCA website, after all suggested changes had been incorporated. Secretary Beth Rodriguez as chair of the committee made a motion out of committee to approve with amendments (remove mention of social media under President's duties). Vote 5 yes 0 no.
- Tennis Courts – weather
- Durer CT painting scheduled July 9 & 10th.
- Pool decks tabled to next month
- Pool tabled until next month
- Path engineers wrote to county to cover path next to Rolling. Working on proposals
- Carpet – Home Depot came out to measure \$3,900 for meeting room and office. Will be looking at other quotes.

New Business

- Pool contract: Discussion of history of our contract price and other expenses. Motion made by Secretary Rodriguez and seconded by President Jernigan to accept Titan's contract. Vote 3 yes and 2 no. Motion passed.
- Insurance – no update
- Sponsorship of community rules proposed policy handed out to be discussed next month.
- Ball field: local boy scout troop wants to use our ball field for a recruitment event. Discussion on if anyone was NCA community member. Everyone agreed ball field policy says the ball field is for sporting events, not grills. No motion.
- Pool: We need the women's showers repaired like men's showers were done. Quote is for \$788.00. Motion to repair the women's showers at a cost of \$788.00 was made by President Jernigan and seconded by Director Watson. Vote: 5 yes 0 no. Discussion was held on other repairs that need to be done for the pool area and picnic tables and any replacements that need to be purchased.
- Pool parties (during hours or after hours)
 - Party scheduled with 60 guests during regular pool hours. Pool policy has no guest limit. Discussion held number of guests, how long party can last, bringing personal tables, etc. and need for application to have a party. Discussion was also about having a DJ and safety with extension cords.
 - Need to authorize the guards to not allow people if too many people show up (over guard to

people ratio).

- Need to have board to review parties on a case by case basis until we get rules in place.
- Need for teens to have a note to have 2 siblings/guests. Guards will be told a note is not necessary.
- Motion by Beth Rodriguez to allow Sarah Jernigan to have power for her sponsored community movie night at the pool. Director Watson seconded the motion. Vote: 4 yes 0 no 1 abstain (Jernigan). Motion passed.
- Tree policy and its implementation discussion. Further discussion tabled to next month.

Went into Executive Session at 9:15 PM Motion was made by President Jernigan and seconded by Secretary Rodriguez to go into Executive session to discuss financial issues, a legal matter and employee compensation. Vote: 5 yes 0 no.

Came out of Executive Session and back into open session at 9:40 PM.

Motion to not waive the late fee on property for the second time on Brandeis made by Secretary Rodriguez and seconded by Director Watson. Vote: 4 yes 1 no (K. Chauvin)

Motion to write off HOA balance due to bankruptcy and unrecoverable funds of \$2,521 on Luce Ct. President Jernigan seconded the motion. Vote: 5 yes 0 no.

Motion to accept the lawyer's recommendation and hire the private investigator for \$125.00 to locate the property owner of the derelict property on Moline. Motion was seconded by President Jernigan. Vote: 5 yes 0 no.

Motion to write off overdue balance of \$0.27 for property on Moline. Motion made by Treasurer Kruse and seconded by President Jernigan. Vote: 5 yes and 0 no.

More information is needed on two other properties recommended for write off.

S. Jernigan to do the annual employee review in June and provide a recommendation on compensation in July.

Adjourned

Meeting was adjourned at 9:58 PM.