

NEWINGTON COMMUNITY ASSOCIATION
Minutes of the Meeting of the Board of Directors
Video Conference Call, Meeting ID: 149 375 2705
July 1, 2020 7:00 pm

CALL TO ORDER: Meeting was called to order at 7:04 pm by President Cerchione.

The meeting was recorded.

BOARD MEMBERS PRESENT: President Amber Cerchione, Treasurer Bobby Royal, Secretary Karen Chauvin, and Director Debby Ramirez. Vice President Regina Watson was absent.

MANAGEMENT PRESENT: Lori Randall

OTHER ATTENDEES: 7 residents

PRESIDENT'S COMMENTS: A 30-second moment of silence was held in remembrance of Parker Watson, who passed away on June 23rd. He was the husband of Vice President Regina Watson, as well as a former Board member and a resident of NCA for over 30 years.

The President thanked residents for attending the virtual meetings and learning about the activities in the community.

COMMUNITY FORUM:

- A resident thanked the President for the phone call discussing several of his concerns. He is still waiting for a response to a budget question. He asked if NCA has ever explored having the State of Virginia take over maintenance of NCA's private streets. He recommended that the Exterior Project Request form be returned by email to the homeowner, once a decision has been made and signatures completed.
- A resident considers the meeting not to be valid because a 72-hour notice to the community was not provided and he would be submitting a formal written complaint.
- A resident would like to discuss painting the brick on her house.
- The Community of Faith Tabernacle Church on Rolling Road is handing out free produce and dairy products for those in need.

HEARINGS:

No hearings were scheduled.

APPROVAL OF MINUTES: Motion made on the minutes, as corrected, of the June 3, 2020 Board meeting. Minutes of the June 17, 2020 Special Board meeting on the pool were approved by unanimous consent.

OFFICER & COMMITTEE/BUSINESS REPORTS:

Treasurer's Report – Treasurer Royal

NCA is able to meet its financial obligations. NCA has 3 CD's that expire in August. Treasurer Royal will contact Eagle Bank to get new signature cards and will recommend a banking solution that is a more efficient way to transfer funds and/or write checks from the Reserve Accounts. Draft audit has been received.

Environment Committee – John Kylis

The ballfield fence is being overrun by vegetation and a section of the fence has been damaged. The Environment Committee would like to solicit volunteers to clear 12–24 inches of vegetation along the outer perimeter of the ballfield fence. The Environment Committee will coordinate with the Maintenance

Committee. An article will be placed on the front page of an upcoming Newsletter reminding residents to clean up after their dogs, especially in common areas. Clearing the vegetation around the ballfield will be added to the agenda under New Business.

Reserves & Maintenance Planning Committee – Beth Rodriguez

The Maintenance Committee submitted a written report with recommendations including repaving LeMoyne; repairing a wooden retaining wall between Kitchener and Durer that is leaning which is caused by a neighbor's tree; repairing the ballfield fence and two benches; removing brush and overgrowth around the ballfield fence; replacing numerous signs around the community that are faded, dirty, and bent, especially on Euclid, Getty, Moline, and Luce; repairing several cracked/damaged curbs, cracks in streets, and uneven sidewalks; repairing tot lot benches and trash cans. The Committee Chair will provide location details for the items on the list. The Board will then review to determine priority for the repairs.

Planning & Development – Lou Tobat

Robert E. Lee High School will be re-named.

Recreation Committee – Pam Rodriguez

No report.

Votes Held Between Meetings – Lori Randall, Management

None.

Homeowner Communications – Lori Randall, Management

- Multiple questions on pool opening. One resident asked about a refund. [There is still a contract in place to maintain the pool.]
- Resident speeds on Godolphin and when asked to slow down is flippant and rude. Resident called police.
- Resident witnessed a contractor dump rock and debris from loader onto common ground at Northumberland Rd guard rail. [Contractor was contacted and they apologized and cleaned up the debris.]
- Residents had note on LeMoyne mailbox that mail was not being delivered because a car was too close to the box. [Management recommended that residents contact post office and Management would as well.]
- Resident has a crack in her lead-in sidewalk after construction on Red Ash. [Contractor isn't sure if it was from his crew, but is willing to caulk it, but not replace it. Resident is confident it was not cracked before the work on Red Ash and will submit a formal written request which Management will give to the Contractor. Request has not been received to date.]
- Request to join Architectural Advisory Committee. [There currently is not an active committee, mainly due to a lack of need.]
- Resident doesn't understand why lights on a deck would delay approval of deck request and why forms are not returned to via email. [Management explained lights are part of the exterior project and also require approval. Exterior Project Request forms are an agenda topic.]
- Homeowner recommended a budget item for a dog park on NCA property. [Due to the estimated cost of \$7,000 – \$15,000, and issues at other local dog parks, the Board declined to consider it.]
- Resident has found discarded prophylactic at the Getty Court tot lot two days in a row. She is asking if there can be cameras and a mention in the newsletter. [An article on littering will be placed in the newsletter.]
- Resident reported 3 dead trees in Euclid/Getty area. [Trees are already on tree contractor's list.]
- Resident asked about feasibility of converting NCA's private roads to public maintenance. [Private roads are not built to state road standards and the state would not want to take on maintaining a street that has parking rules and that they do not own. Secretary Chauvin has found some information online about the process and will measure the width of one of the townhouse streets to determine if minimum requirements can be met.]
- Report of watching tree fall on Northumberland. [Called VDOT to clear the street and NCA tree contractor

to clean up the debris. Contractor will return to remove tree.]

- Light out near 7700 Durer. [Reported to Dominion Power.]
- Daughter chased by neighbor's unleashed dog. [Recommend reporting to police.]
- Resident emailed list of concerns carried forward from prior meeting. [Some items were added to June and July agendas. Other questions are still pending.]
- Resident sent emails requesting a call from Treasurer on budget question and disappointment in Management and Board's ability to respond and listen to resident input. [Board President called resident. Treasurer Royal to call resident regarding remaining questions on the budget.]
- Resident sent email to Board regarding a secret meeting. [This is in reference to two Board members stating they would bring additional information to the next Board meeting on staining vs. painting.]

OLD BUSINESS

• Maintenance – Reserve Funds

Streets

- Lower Matisse/Red Ash street renovations – Work is complete and contractor has been paid. By paying the contractor within the week, NCA received over \$4,000 in discounts. Thank you to Treasurer Royal for his prompt action to make this happen.
- Accessibility ramp for use by all residents – Completed.
- Repair of Euclid sidewalk – Completed.
- Concrete stairs behind 8411 Red Ash Ct. – Completed.
- Engineering specifications for Euclid/Getty/LeMoyne street renovations in 2021. Contract with GJB for \$4,950 signed. Tabled until specifications report is received (tentative Oct).

Common Grounds

- Clean and re-surface basketball court – Completed.

• Maintenance – Operating Funds

- Common Grounds: Remaining bare ground areas previously approved will be completed in September.

- Cell Tower – Meeting with Smartlink's engineer is still pending, to walk the grounds and review the topography for possible locations for the tower. Treasurer Royal has located two apps that show 4G and 5G towers in the area. It appears that NCA would be the first 5G tower in the area. Treasurer Royal will send the list of questions to SmartLink with a cc to the President. Updates will continue to be published in the monthly NCA newsletters and residents are encouraged to provide comments. So far, the Board has received 23 written comments, 19 not in favor, 4 in favor. Tabled to August meeting.

- Pool – Motion made on the matter.

- Community Survey – Tabled to August.

- ARC Standards – Motion made on the matter. Topic will be placed on the August agenda. Architectural Standards will be mailed to the community with the Annual Meeting Notice.

NEW BUSINESS

• Maintenance – Operating Funds

- Trees that need to be removed – Motion made on the matter.

- Annual Meeting – Harvester Church has agreed that NCA may hold its August 13th Annual Meeting in their hall. They will confirm at the end of July. Plan B is to hold the Annual Meeting in the pool parking lot. Plan C is to hold a virtual meeting to conduct the required meeting business, with the exception of the

election to the Board of Directors which must be at a physical meeting.

- Exterior Project Forms – Homeowner requested that processed project forms be emailed back to requester. After the Architectural Control Committee has processed the form, the signed form and any attachments are copied and mailed to the homeowner. Treasurer Royal to look at the process.
- Email Distribution List – Tabled to August.
- Use of Association Email by Committees – Treasurer Royal will provide a list of resources to the Board and the Community Manager for managing and providing oversight of Committees’ use of email addresses. Community Manager to research technical requirements. Tabled to August.
- Website Streamlining – The purpose is to improve NCA’s website by adding information that residents would find helpful, such as Frequently Asked Questions; local resources; Committee information, ongoing projects, contact info, etc. – Community Manager and President Cerchione to research.
- Environmental Committee proposal to clear vegetation away from ballfield fence – Motion made on the matter.

Board convened into Executive Session to discuss matter that could lead to litigation.

EXECUTIVE SESSION

Board reconvened into Open Session.

MEETING MOTIONS

1. Motion: To approve the Minutes of the June 3, 2020 Board meeting, as corrected.
Made by President Cerchione, Seconded by Director Ramirez.
Vote: 4 Yes 0 No.
2. Minutes of the June 17, 2020 Special Board meeting on the pool were approved by unanimous consent.
3. Motion: To open the pool as soon as Titan is ready to implement the mandatory requirements.
Made by Secretary Chauvin, Seconded by Director Ramirez.
Vote: 2 Yes 2 No (President Cerchione and Treasurer Royal) Motion failed.
4. Motion: To establish an Architectural Advisory Committee to review the pros and cons of painting vs staining of brick.
Made by President Cerchione, Seconded by Treasurer Royal.
Vote: 2 Yes 2 No (Director Ramirez and Secretary Chauvin) Motion failed.
5. Motion: To accept a proposal from Blade Runners for \$2,325 to remove 8 Priority #1 trees and to trim various branches.
Made by Secretary Chauvin, Seconded by President Cerchione.
Vote: 4 Yes 0 No
6. Motion: To approve a request from the Environmental Committee to publish an article in the August Newsletter to solicit volunteers to clear brush and vegetation in August away from the perimeter of the ballfield fence.
Made by Treasurer Royal, Seconded by Director Ramirez.
Vote: 4 Yes 0 No

ADJOURNMENT: The Board adjourned at 11:50 pm.

Minutes prepared by Secretary Chauvin.