

**NEWINGTON COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING**

October 4, 2017

Final Minutes of the Meeting | NCA Pool House Meeting Room

Call to Order: President Benore called the meeting to order at 7:00 p.m.

Board Members Present: President Kevin Benore, Vice President Sarah Jernigan, Treasurer Dennis Kruse, Secretary Beth Rodriguez, Director Flo Smoczynski, Director Stacey Perritt and Director Parker Watson.

President's Comments: President Benore mentioned two items in his comments:

1. There was a special Board meeting on September 26, 2017 to discuss a personnel matter. As a result of that meeting the following happened
 - The appearance of a conflict of interest between the community manager and a vendor was found.
 - A decision to terminate the community manager was made.
2. It was announced that the paving of Gwynedd will take place during October. All residents should look for signs about this.

Minutes: Minutes for August 2, 2017 and September 6, 2017 stand approved as amended.

Community Forum: Residents raised the following issues:

- Pool meeting room entrance looks nice due to no trash can near the door.
- When a special Board meeting is called, the community should be notified that it is an Executive Session item.
- Was the Board discussing our plan on getting a new community manager? This resident was told that subject was going to be discussed during executive session.
- The Board's need to address with Fairfax County about the damage done by the county to NCA's trails when they were repairing county pipes.
- Informed Board of suspected drug activity in NCA woods between Godolphin and the wooden bridge. Resident was told to call the police any time they saw suspected criminal activity anywhere within the NCA community. It was requested that a notice of this needed to be in the newsletter.
- Resident reported they submitted for renewal for parking lot but had heard nothing. Asked "What is going on?" He was told that this subject was on the agenda tonight for discussion.
- Resident would like to host a pumpkin patch in the pool parking lot on October 28, 2017. Was told she would need to provide access to the parking lot. It was suggested that she use the part of the parking lot that is along the tennis courts.

Manager's Report:

- Email chain with Mr. Frola regarding to soccer goal. (Vice President Jernigan will meet with him.)
- Review previous work on pool closure for season.
- Look into quotes on pool plumbing.

Committees:

Planning and Development – Lou Tobat: I-95 corridor is the busiest in the nation. Pence gate

to Fort Belvoir has reopened.

Architectural Standards - Director Stacey Perritt:

1. Architectural Standards committee will be meeting October 9, 2017 at 7:30 pm at the pool meeting room. They will be discussing pools, spas, fire pits and grills. Community involvement is encouraged.
2. Questions were asked about electric car stations. Director Perritt stated that this has turned into a much larger project than expected. She has talked with two companies and this will be part of a 5 year reserve discussion. The cost will only effect the townhouses.

Treasurer's Report – Treasurer Dennis Kruse:

1. Copies of the most recent draft of the proposed draft Budget were passed out and it was announced that copies are also on the website.
2. Treasurer reported that financially NCA is in good shape and that projections for reserves are on target with the Gwynedd Way.
3. Announcement that the Budget committee will meet October 10, 2017.
4. Auditors report was received, signed and sent back.
5. Note on May Board discussion under Community Improvement line item. Treasurer suggested relooking at the list, also that the security system would go on this line item, \$6,000.00 is still left.
6. Updated information on the trash removal contract will be discussed under New Business.

Maintenance Committee – Vice President Sarah Jernigan:

1. Will meet this month on October 15, 2017 at 9:30 am at the pool meeting room.
2. Lock box for the key to the meeting room was purchased to store the key to the pool room. It will be located on the fence near the door and the combination will be emailed to board members for the meetings.

Old Business:

- **2018 Budget** – There are 2 major changes since last month. Because of projected cap on CPI and expected cost increases it was thought we must reduce reserves contributions. However, now we have had some changes (i.e. \$4,000.00 additional income) so the published budget will show an increase in reserves contributions. A resident asked about budget line 7150 versus 7130 and was told the new additional line was at the suggestion of Summit Management. A resident asked if the Board was going to have a special Board meeting on the budget and was told no.
- **Pool Plumbing quote** – Discussion was held on All American Jetting's quote to blow out the “belly” in the pipe for the pool. Vice President Jernigan made the motion for All American Jetting to fix the pipe for the amount not to exceed \$5,485.00. The budget line item to be determined. Secretary Rodriguez seconded the motion. During discussion it was decided that the line item in the budget this would go under would be determined in the November meeting. Vote: 7 yes 0 no.

New Business:

- **NCA Trash Proposals presented.** There was a question on whether we would reduce the trash pick-ups from twice/week to once/week. The decision was no because we would only see a small amount of savings. It was decided to keep the twice/week trash pick-ups.
- Two quotes received were American and Patriot. The Patriot proposal was more attractive, but there was a concern that they may have received inappropriate information and a lot of concern was expressed about changing vendors because American has

provided good service and we had problems with previous vendors. Treasurer Kruse noted that American had requested an opportunity to counter the best proposal as provided in their current contract. It was agreed that Treasurer Kruse will ask American for a revised proposal and it would be accepted if it was as attractive as the Patriot proposal.

- **Paving on Gwynedd Way:** It was announced that Fairfax Paving would be doing the work. We will be asking them to work on Gwynedd on October 30th & 31st (weather permitting). All residents on this street should watch for signs and flyers giving them more information. President Benore will be the contact person for this project.
- **Reserved Parking Lot Fees:** A recommendation was made that the fees for the parking lot be increased \$10.00/month. However, this would not happen for 2018 as letters needed to be mailed out to the community especially the current users of the lot. The Board listened to the objections of residents who currently use the parking lot.
- **Employee Compensation Policy and draft of Employee Handbook:** The draft of the employee handbook was given to Board members so they can review and make suggestions for edits, additions and corrections. This will be discussed in the November meeting. Regarding the employee compensation policy it was suggested to remove the pay range and the fixed increase of pay. Vice President Jernigan made the motion to terminate the employee compensation policy. Director Perritt seconded the motion. Vote: 7 yes 0 no.

At 8:53 pm President Benore made the motion for the Board to convene into executive session to discuss a personnel matter. Secretary Rodriguez seconded the motion. Vote: 7 yes 0 no.0

At 10:26 pm Secretary Rodriguez made the motion for the Board to convene out of executive session. President Benore seconded the motion. Vote: 7 yes 0 no

President Benore adjourned the meeting at 10:27 pm.

NEXT MEETING: Wednesday, November 1, 2017 at 7:00 pm, NCA Pool House Meeting Room. All residents encouraged to attend.

Submitted by
Beth Rodriguez,
Secretary