

NEWINGTON COMMUNITY ASSOCIATION
Minutes of the Meeting of the Board of Directors
Video Conference Call, Meeting ID: 144 923 2284
November 1, 2023 7:00 PM

CALL TO ORDER: Meeting was called to order at 7:01 pm.

BOARD MEMBERS PRESENT: President John Kylis, Vice President John Woods, Treasurer Phil Space, and Director Daniel Bojanini, Secretary Cate Reich

MANAGEMENT PRESENT: Lori Randall

OTHER ATTENDEES: 8 residents

PRESIDENT'S COMMENTS: Welcome everyone and thank you for joining the meeting.

COMMUNITY FORUM:

A resident commented on some missing information from the previous meeting's minutes, namely the Pool Committee section, also comments on a typo in the text. States that the curb painting effected by a water main repair should be paid for by the water works company. Questions why the discussion of the Association audit was in executive session.

A resident stated belief of an incorrect date for the Welcoming Committee meeting. Also inquired as to when/whether the survey results will be made available.

HEARINGS: Lot 452

APPROVAL OF MINUTES:

Approval of minutes postponed pending edits.

OFFICER/COMMITTEE REPORTS:

Treasurer: See Motions

Environmental: Clean Up supplies requested for Fall Clean Up, Clean Up tentatively scheduled for Nov 18 pending receipt of supplies, weather permitting.

Maintenance: N/A

Planning & Development: N/A

Welcoming: Next meeting scheduled for Nov 16th 7pm (virtually on Zoom) see website for details. 4 welcome packets to be delivered this week.

Architectural Advisory: Next meeting tentatively to be held the end of October

Neighborhood Watch: Chair needed

Management Contract Committee: Meeting held Oct 19th; reviewed renewal contract edits for the Summit contract, final edits given to Summit, final draft ready to sign pending approval of the Board. Next meeting tentatively scheduled for Thursday, Nov 16th 7pm pool house (does conflict with Welcoming Committee). Received some initial proposals from other management companies, further refining requirements.

Recreation: Committee is moving forward with a holiday party on Friday, December 15th from 6:30 to 8. An ugly sweater and cookie party. Committee will have a zoom meeting and will place on website.

GENERAL BUSINESS – MANAGEMENT REPORT:

Votes Held Between Meetings

None

Financial Review

Financial Highlights. September financials were forwarded to the Board on 10/17/23. Balance and income statement are available in the Board packet on Vantaca.

2024 Draft Assessment Budget. Budget was put into November newsletter. Budget increase is limited to CPI-U. Budget presented to Board and placed in newsletter had a CPI limit of 3.02%. Current calculation allows for 3.28% increase. Version 7 available in the Board packet on Vantaca. If increasing the budget is a consideration to tie into the current CPI calculation, the Common Ground Reserve Contribution could be increased by \$1,500 and the Street Reserve Contribution could be increased by \$2,500. See Motions.

Version 6

524.00	Town homes (quarterly)	\$300.81	2.64%	\$7.94	\$308.75
85.00	Single Family Homes (quarterly)	\$243.56	2.96%	\$7.22	\$250.78

Version 7

524.00	Town homes (quarterly)	\$300.81	3.24%	\$9.75	\$310.56
85.00	Single Family Homes (quarterly)	\$243.56	3.22%	\$7.84	\$251.40

Resale Inspections

8578 Gwynedd, 7751 Euclid

Homeowner Communications

- Recommendation to make Kitchener a one-way street.
- Lights out on various street. [Euclid, Moline and Luce reported to Dominion Energy]
- Request for parking box truck in pool parking lot. [truck exceeds weight limit]
- Construction debris in woods at corner of Godolphin and Northumberland

Other Management Actions

- Letters going out on RV lot application status as needed. One tow notice sent.
- Kitchener and Lemoyne stop signs replaced.
- Repeated requests for County to take action on vehicles on state streets. (bucket truck, trailers, vehicle on stands, etc.).
- Tracking vehicle parking on Brandeis in blank space for long periods of time.
- Forwarded sample reserve study from engineering firm to Board and Treasurer for consideration before requesting proposal. Proposal requested.
- Inquiry on use of Summit's Ring Central Accounts. These are not for use by Associations.

- Reported broken Verizon box on Delong in front of pool to County Consumer division.
- Inquiry with legal counsel on responsibility and repercussions of non-approved modifications made after a disclosure inspection and prior to settlement.
- Obtained school reservation for Rec Committee.

OLD BUSINESS

Maintenance – Operating

Street signs: Old streets signs and posts removal effort ongoing. Fire Marshal re-inspection completed [PASS]. Volunteers will be used for removal of all old fire lane signs.

2023 Improvement Plans: Root grinding behind Brandeis completed, to be analyzed during next rain storm.

Tree Work: See Board package on Vantaca for complete list of tree work status. See Motions

Tree Replacements: Red Spires are no longer available as a substitute for Bradford Pears. Board agreed to move forward with Cleveland Selects as the replacement approved previously. Tree will not be available until the Spring.

Trash Issues: Ongoing effort, street ambassadors to be POC for 'on the ground' contact for providing information about issues.

Pool Furniture: Inventory reviewed by Management, waiting for Pool Committee input. Areas to be considered: long term maintenance cost of new chairs and plan for replacing all chairs gradually?

Pool Lights: Install completed

Pool Skimmers: Replacements completed.

Pool Leak: Pending response from Poos Services of Arlington.

Pool Picnic Tables: The best of the old tables to be taken to the Getty tot lot, the rest to be disposed.

2024 Reserve Study: See motions.

Survey: Survey results reviewed, thoughts below:

- Most respondents use the walking paths; consider heavier focus on upkeep.
- Slight majority of respondents seem *interested* in EV charging – keep on the radar but no immediate action yet considering demand plus lack of comparable installations in the area.
- TH Trash Management – Mixed response. Some comments about benefits of trash enclosures. Enthusiastically negative comments regarding trash enclosure greatly outweigh positives. Solution(s) still being considered.
- Interesting comments

- Multiple comments about irresponsible dog owners and curbing. However, installing community-wide dog waste stations is expensive and smelly. Consensus that those dog owners wouldn't use them anyway.
- A comment about the islands between parking spaces within the townhomes are in deteriorating condition. To be looked at for future improvement areas.
- Cars parking too close to street intersections, request to add no parking areas directly adjacent to intersections. This would have to come from a request to the County.
- Stricter enforcement of trash policy – letters to be posted on bins out late/early.
- Multiple comments on outdated pool pass system. Update to this process currently being reviewed by the Management Contract Committee

Survey to be placed on website.

NEW BUSINESS

Pool Electrical Box: Recommended to be replaced, additional bids to be requested.

Pool Pump Motor: Current motor is in accordance with revised County standards.

Office: NCA Zoom account for use by Committees, see motions

Management Contract: Revised management contract received. Committee asked for two additional items before final review by board, the addition of follow up inspections for annual ARC review and a revised Schedule A. Contract in the Board package on Vantaca. See motions

MOTIONS

- **Motion** to approve the draft budget made by Treasurer Space, second by President Kyllis. Vote 4 yes, 1 absent (Reich)
- **Motion** to approve priority 1 trees at a cost not to exceed \$14,000 made by President Kyllis, second by Treasurer Space. Vote 5 yes 0 no
- **Motion** to conduct reserve study at a cost of \$5,250 with GJB Engineering made by President Kyllis, second by Treasurer Space. Vote 5 yes 0 no
- **Motion** to approve purchase of a Zoom account for NCA Committees not to exceed \$200/yr. made by President Kyllis, second by VP Woods. Vote 5 yes 0 no
- **Motion** to accept revised Summit Management contract made by President Kyllis, second by VP Woods. Vote 5 yes 0 no
- **Motion** to waive late fee for NCA28267 made by President Kyllis, second by Secretary Reich. Vote 5 yes 0 no
- **Motion** to approve \$300 Holiday bonus to the assistant community manager, decreased from \$500, with written explanation regarding the change from previous years made by President Kyllis, second by Director Bojanini. Vote 5 yes 0 no
- **Motion** to increase assistant community manager salary by 3.2% in accordance with CPIU made by President Kyllis, second by Secretary Reich. Vote 5 yes 0 no
- **Motion** not to assess charge for lot 452 regarding arch violation made by President Kyllis, second by VP

Woods. Vote 5yes 0 no

At 8:09 pm the meeting convened to Executive Session for the purpose of discussing architectural violations and legal matters.

At 8:36 pm the meeting reconvened to Open Session

ADJOURNMENT: The Board adjourned at 8:41 pm

Minutes prepared by President Kylis