

NEWINGTON COMMUNITY ASSOCIATION
Minutes of the Meeting of the Board of Directors
Video Conference Call, Meeting ID: 144 923 2284
October 4th, 2023 7:00 PM

CALL TO ORDER: Meeting was called to order at 7:02 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: 6 residents

PRESIDENT'S COMMENTS: Welcome everyone and thank you for joining the meeting, several responses have been received from residents about becoming an NCA street Ambassador, thank you to those volunteers.

COMMUNITY FORUM:

A resident reports a water main repair was completed on Durer and the parking spot for 7775 needs to be repainted. Resident feels homeowner needs to be responsible for repainting of curb.

A resident asks that the street Ambassador role be clarified and expanded to include all happenings of the street (repairs needed, snow removal activities, trash removal/litter concerns, etc.)

HEARINGS: none

APPROVAL OF MINUTES:

September minutes approved by acclamation

OFFICER/COMMITTEE REPORTS:

Treasurer: Attached

Environmental: Tentative Fall Clean Up Event for the 1st week of November

Maintenance: Area of concern behind 7706 Brandeis observed, issue regarding exposed cabling to be posted in the newsletter about contacting cable service providers.

Pool: Next meeting scheduled for October 18th at 6:30 pm. Treasurer was asked if he could participate to explain availability of funds for pool projects. They will review pool rules. Request for someone's zoom link. Questions to management on diving board ordered.

Planning & Development: N/A

Welcoming: 5 new residents, next meeting scheduled for the 3rd Thursday of November

Architectural Advisory: Next meeting tentatively scheduled for late October

Neighborhood Watch: Chair needed

Management Contract Committee: Meeting held, next steps are to obtain basic proposals from other management companies. Next meeting scheduled for October 11th

GENERAL BUSINESS – MANAGEMENT REPORT:

Votes Held Between Meetings

Vote to accept 2022 audit. 5 yes.

Financial Review

Financial Highlights. August financials were forwarded to the Board on 9/26/23. Balance and income statement provided

Doubtful Accounts Analysis. Per the Association's policy, the doubtful accounts are analyzed yearly using June financials data. Based on the calculation in the policy, Doubtful Accounts should be set at \$14,361.76 and is currently at \$11,326.19. Management recommends approving an increase to round the doubtful accounts to \$14,500. See motions.

Resale Inspections

8495 Kitchener

Homeowner Communications

- Shadowbrook Community Manager requested removal of tree that fell from NCA common grounds in recent storm. [responded that anything that falls on their property is theirs to remove.]
- Vehicle parking for a long time in visitor space on Moline [identified vehicle not found when driving through during the day.]
- Only one side of single family sidewalk was edged. [Blade Runners stated they only edge on front side, not private property side in both SF and TH.]
- Parking lines are too faint on Durer. [recommendation to Board is to have maintenance committee review parking spaces for repainting either space by space or by street to identify priority order.]
- Request from homeowner for them to remove common area tree in front of their home on Moline.
- Low hanging limbs on tree in front of 8351 Luce. [not significant. Pictures taken. Added to tree list.]
- On Brandeis, exposed wires and utility lines behind home and erosion, large tree behind home that is leaning. [tree assessment to be done. Very difficult to get utility companies to take care of their wires and equipment. Location to be added to tree report and common maintenance list]
- Car continually parks in visitor space on Brandeis [NCA office is tracking]
- Holiday decorations are going up too early in violation of the rules. [homeowner informed of violation]
- Request for "No Littering" signs in community.
- Overflowing trash can on sidewalk near Matisse Way. Broken chaise lounge also found.
- Tree branch that dropped on car on Brandeis. [tree to be evaluated for pruning or removal]

Other Management Actions

- Responded to Fire Marshal that NCA is ready for re-inspection.
- Reviewed draft minutes and newsletter.
- Potholes on Moline looked at by management. Not significant. Moline should be considered for street work in 2024. Already on maintenance list.
- Ordered replacements for missing 'no soliciting' sign at top of Godolphin and additional stop signs. \$346.

- Inspected playground after receiving invoice. Work not complete. Delayed. Will Reinspect.
- Ticketed trailer parked on Gwynedd. It moved to Lodge, then Northumberland.
- Report to County police/parking enforcement of comcast bucket truck with expired plates, flat tires, trailers, dumpster, and truck on Northumberland too big to park next to bike lane.
- Approved \$1525 in playground repairs at 4 tot lots.
- Visited, took pictures and added common path that runs from pool to Northumberland to maintenance list.
- Reported tree branch down on Matisse to tree contractor.

OLD BUSINESS

Maintenance – Operating

Street signs: Old streets signs and posts removal effort ongoing. 2 new stops signs installed on Kitchener and LeMoynes. Fire Marshal re-inspection to be completed.

2023 Improvement Plans: Tree removal completed, awaiting root grinding.

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

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

Office Security System: Inquiry into moving physical files at the office to an online solution.

Maintenance – Reserves

Street Resurfacing: Completed.

Pool Furniture: Inventory reviewed by Management, waiting for Pool Committee input.

Pool Lights: See motions

Pool Leak: Wading pool leak investigated and determined to be a leak on both return and skimmer line. Repair plan TBD. Pool structure review TBD, GJB Engineering has provided a contact for this type of work. They will be asked to look at wading pool as well.

Pool Diving Board: Order placed

2024 Reserve Study: Reserve study required per State law and being budgeted for in 2024. Proposal obtained from last provider, Reserve Advisors. Cost \$5,450 (more than currently budgeted). More proposals are being requested. Received proposal from Mason and Mason at \$8,500. Awaiting proposal from GJB Engineering, the company NCA engages with for all street projects.

Survey: Complete survey results to be provided to President Kylis to determine any action(s).

NEW BUSINESS

None

MOTIONS

- Motion: to uphold ACC decision regarding flood light installed on front of townhome made by President Kylis second by Treasurer Space vote 5 yes 0 No
- Motion: To approve increase of doubtful accounts amount to \$14,500 made by Treasurer Space second by VP Woods Vote 5 yes 0 No
- Motion: Approve resident to remove tree on moline at owner's expense plus repair of landscaping and trunk grinding made by President Kylis second by Treasurer Space vote 5 yes 0 no
- Motion: To approve white lights to be installed in the pool at a cost of \$23,000, made by President Kylis second by Treasurer Space vote 5 yes 0 No

At 8:23pm the meeting convened to Executive Session for the purpose of discussing architectural violations and legal matters.

At 8:45pm the meeting reconvened to Open Session

ADJOURNMENT: The Board adjourned at 8:45 pm

Minutes prepared by President Kylis