

NEWINGTON COMMUNITY ASSOCIATION
Minutes of the Meeting of the Board of Directors
Video Conference Call, via Ring Central Teleconference
Meeting ID:
August 7, 2024, 7:00 PM

CALL TO ORDER: Meeting was called to order at 07:02 pm.

BOARD MEMBERS PRESENT: President John Kylis, Secretary Camille DiFolco-Visbeck, Treasurer Phil Space, Director Daniel Bojanini, Absent Vice President John Woods

MANAGEMENT PRESENT: Lori Randall

OTHER ATTENDEES: 9 residents

PRESIDENT'S COMMENTS:

- Pool survey is live on newsletter, website, and hard copy at the pool.
- Annual meeting is tomorrow night (8/8/2024) and two Board positions are open.
- If you received a violation letter, please send photos to Community Manager (manager@newingtoncommunity.org) once violation is corrected/addressed.

COMMUNITY FORUM:

- Homeowner reported speeding car on Godolphin and asked other homeowners to keep an eye out and report to non-emergency police line if seen again
- Four other residents agreed they have seen the same driver in a white Audi and expressed concern over safety of children

HEARINGS:

- For a sign in the yard - it has been removed by the homeowner. Board will discuss in executive session.

APPROVAL OF MINUTES:

July minutes approved by acclamation.

OFFICER/COMMITTEE REPORTS:

Treasurer: 2025 budget has big increases in trash removal and pool contract. **Environmental:** Fall clean up event will be late October. See Motions.

Maintenance: None.

Planning & Development: None.

Architectural Advisory: Official meeting couldn't be held because no one showed up. Residents are encouraged to join the committee and come up with ideas for Architectural rules for the community. Virtual meeting will be held sometime in mid-September.

Neighborhood Watch:

Management Contract Committee: 2025 contract from Summit with included proposals received. Looking at final contracts to decide if we want to change anything, what it will cost, etc.

Recreation: None.

Welcoming: None.

Pool: None.

GENERAL BUSINESS – MANAGEMENT REPORT:

2025 Budget: First draft will be discussed in Treasurer's Report, especially regarding important cost-cutting measures.

Votes Held Between Meetings

None.

Homeowner Communications

- The homeowner on Gwynedd is unhappy with the grounds behind her fence not being mowed. This area once had a shed and was maintained by the previous homeowners. The area is now full of weeds and still some rocks and the grounds contractor wouldn't be expected to maintain this area. Quote obtained to clean out all the weeds and turn it into a mulched garden bed. The cost is \$2,431. See quote and pictures on pages 32-33. Homeowner also stated that neighbor's property is not well maintained. Inspection was done and home was not sent a violation letter. Additionally, homeowner has complained about shedding trees outside their front door. Homeowner provided video to management of their sidewalk after a storm. There did not appear to be any trip hazards, just lots of evergreen tree shedding.
- Commercial vehicle parking on Kitchner in regular parking space. [management to watch it and ticket if seen.]
- Request to fix broken sidewalk and small retaining walk on Brainerd. [sidewalk is homeowner's responsibility. Management to look at wall.]
- Complaint that Patriot doesn't pick up trash that falls out or clean up area where people place trash cans. On other hand, a resident compliment Patriot for picking trash that was thrown around by birds. Additional comment that trash is combined with recycling.
- Resident wanted management to know that his neighbor's house on Brainerd was egged.
- Via the property manager, management was informed that a tenants two vehicles had broken windows due to the grounds contractor working on the property that day. [Management deferred the inquiry to the grounds contractor but did recommend they see if there is any video proof in the community.]
- Complaint of insufficient pool services from lifeguards including vacuuming, cleaning bathrooms, sitting in chairs, glass in parking lot, broken paper towel dispenser, and storm debris on deck. [management reached out to Titan Supervisor. She has changed pool Managers and spoke to guards about cleaning.]
- Branches touch cars in center parking on Eucalyptus. [elevation request sent to tree contractor.]
- Pine needles cover the sidewalk on Northumberland from Godolphin to ball field. [Blade Runners asked to blow when they are on site next for edging/trimming.]
- Concern with response to complaints including branches over parking spot, monopolizing of visitor parking spaces, a violation for a visible trash bin in front yard, and repairs to common sidewalks. [management to look at sidewalks. Other issues being addressed.]

Other management actions

- On-site visits resulted in out-of-cycle violation letters.
- Annual ARC inspections Completed. See Pages 106-132 in ES.
- Actions for blade runners include: - overgrown shrubs near 7732 Matisse, - Hard pruned shrub on
- Gwynedd that overhung parking space, vines on steps from pool to Dampier, blowing pine needles on sidewalk between Godolphin and ballfield.
- An abandoned vehicle at the end of DeLong drive was reported to the police.
- Watching and ticketing vehicles parked on Kitchener and Matisse blank parking spaces that don't

- move for a very long time. Blank spaces are hard to find while numbered spaces are wide open.
- Tickets result in moving vehicles into other blank spaces and don't move. Motorcycle on Matisse never moves, and tow will be necessary. Parallel spaces in same are always filled. Homeowner is very confrontational with management when we are in the area and now has an alarm that goes off outside his house when someone is walking in the street.
 - When in the community on a Saturday, it was observed that there were no blank parking spaces for a visitor to park when many numbered spaces were open.
 - Letters to current RV lot tenants were sent reminding them of deadline for application. Notice was also sent via email blast.
 - Ordered replacement paper towel dispenser for women's bathroom at pool \$50.
 - Baby gate needs service to ensure it closes automatically. Note: temporary fix allowed for the health inspector to give the pool a pass. Mgmt to follow up on broken baby gate at pool
 - Targeted flyers for dog poop near Eucalyptus and trash on ground behind Red Ash.
 - Approved \$1,900 for replacement wading pool filter tank and filter media which had cracked and caused a leak preventing the system from running. Wading pool was down for two days.
 - Ordered two cases of bottled water delivered to guards via Instacart after urgent request for cold water on high degree days. Management also spoke to Titan owner about the proper way for a guard to share their concerns.
 - The on-site office continues to request Dominion Energy's assistance on missing electricity invoices.
 - Pool guards asked for purchase of cable to play music on speakers. As not everyone likes the music playing and patrons can bring their own, there is no plan to maintain the speakers at this time. If the board wants maintenance on these items, please let management know.

OLD BUSINESS

Maintenance - Operating

Street signs (12/2023 - 6/2024): (12/2023-6/2024) Volunteer labor to remove all unnecessary fire lane posts and signs is in progress. (7/2024) Inquiry with Woodbridge Metal Recycling to remove poles at pool. They will not pay for them if they have to pick them up. Online inquiry with Potomac Metals in Springfield since they have a mobile service. Awaiting response. (8/2024) Called Potomac Metals. They said steel is cheap and not cost effective for them to come out with their mobile service. Currently .05 per pound. If someone were to haul it to them, they could get about \$50 for it. Will arrange for private hauling of posts.

Tree Work: Broken branches identified during recent annual inspections and reported to tree contractor.

LeMoyne ground renovation 7700 to 77012 (#10): Last quote is \$7,500. Awaiting a response from contractor on if quote has changed. Expecting a 10% increase. (2/2024) Board approved \$9,500 for project. Approval passed on to contractor. (3/2024-7/2024) No action at this time.

Pool Furniture: 20 loungers stained. (07/2024) Cost to restrap stained chairs and receive temporary replacements is \$2514; for same cost, could buy 5 or 6 new chairs. Wait till end of season to address. No action at this time. Revisit after pool season.

Maintenance - Reserves

Common grounds: Path repairs. President Kyllis will follow up with VDOT.

Streets: Based on this engineer's evaluation of Moline and Matisse, management recommends the next street project being Moline and waiting until there are enough funds, which appears to be in 2025. Association could contract with engineer for a specifications report in late 2024 or early 2025.

(4/2024-7/2024) No action at this time.

Trash Issues: Two responses in favor of trash enclosure on Euclid, no response from other 13 homes.

Parking Spaces on Matisse: Second assigned parking space for a unit was moved to a ramp accessible space at resident's request, which affected the unassigned parallel parking spaces on that street. (7/2024) Surveyor contracted by County to assess situation.

Matisse ramp/trash bins: Homeowner received violation for improperly stored trash bins. See Motions.

NEW BUSINESS

Contracts

- Quotes from landscaping companies under review. No actions tonight.

EV Charging Stations

- Topic to be discussed when more information is available on neighboring HOAs who have implemented policy in townhomes.

Maintenance - Operating

Curb Painting

- Management recommends painting Kitchener and Durer. Motion to move forward with curb painting proposal at proposed rate for Kitchener, Durer, and Brainerd using line item for curb painting and pay excess with leftover snow removal funds. Motion Kylis, second Phil. 4 yes, 0 no, 1 absent (Woods)

(Note: Director Bojanini lost connection with Ring meeting and left the meeting.)

Homeowner's ARC Appeal - 2nd shed violation

- 2nd shed disallowed by Board due to Arch standards; homeowners to appeal to Board. Management states there are actually 3 sheds on the property. Homeowner appeal to request exception for second shed; third shed will be torn down after items are transferred. See Motions.

MOTIONS

- Motion to not waive trash bin storage policy for Matisse lot in question. Motion President Kylis, Seconded Treasurer Space. 4 yes, 0 no, 1 absent (Woods).
- Motion out of Treasurer committee to accept the audit provided last month. Recommendation to write off debt of previous owner of 8320 Cushing. Motion to accept audit; 4 yeses, 0 no, 1 absent (Woods). Motion to write off bad debt in amount of \$2206 from previous owner of 8320 Cushing: 4 yeses, 0 no, 1 absent (Woods).
- Motion to assess a \$10 administrative charge for sign violation. Motion Kylis, seconded DiFolco-Visbeck. 3 yes, 0 no, 2 absent (Woods, Bojanini).
- Motion to allow second shed exception for lot #153 on Godolphin. Motion Kylis, seconded Space. 3 yeses, 2 absent (Woods, Bojanini).

EXECUTIVE SESSION

The Board convened into Executive Session: 08:04pm

At 08:04pm the meeting will convene to Executive Session for the purpose of discussing the violation hearing.

Reconvened into Open Session: 08:09 pm

ADJOURNMENT: The Board adjourned at 08:10 pm

Minutes prepared by Secretary DiFolco-Visbeck