

Approved Minutes
NEWINGTON COMMUNITY ASSOCIATION
Minutes of the Meeting of the Board of Directors
Video Conference Call, Meeting ID: 145 225 9182
July 6th, 2022 7:00 pm

CALL TO ORDER: Meeting was called to order at 7:05 pm by President Ramirez

The meeting was virtual and recorded.

BOARD MEMBERS PRESENT: President Debby Ramirez, Vice President Bobby Royal, Treasurer Phil Space, and Secretary John Kylis; Director Daniel Bojanini arrived 7:27pm.

MANAGEMENT PRESENT: Lori Randall and Dominique Jackson

OTHER ATTENDEES: 5 residents

PRESIDENT'S COMMENTS: Welcomed everyone to the meeting and gave a special welcome Dominique Jackson as the new Manager to the NCA community.

COMMUNITY FORUM:

A member received a scam email pretending to be President Ramirez and asking for money. She wants the community to be aware to avoid fraudulent transactions.

HEARINGS:

1 scheduled

APPROVAL OF MINUTES: Meeting Minutes passes by acclamation

OFFICER/COMMITTEE REPORTS:

Treasurer's Report/Finance Committee – Treasurer Phil Space

- The new Money Market account has been created and the proceeds from the CD have been deposited.
- As the Schwab account accrues no interest and our current financial posture precludes us from investing in longer term treasury instruments, which is the only real advantage of the Schwab account, it is recommend that the funds in the Schwab account be moved to the new money market account and the Schwab account be closed.

Environmental Committee – Chairperson: John Kylis –

- Lawn maintenance: beware the summer heat! Email Environment@newingtoncommunity.org for questions/tips/tricks for summer/fall lawn maintenance [it's free!].

Planning & Development – Lou Tobat - no report

Reserves & Maintenance – Chairperson: Beth Rodriguez

- Street signage maintenance documented, categorized, and submitted to the Board. (carryover from June) Application for Fire Marshall approval pending
- Nature trail signs for 'No Motorized Vehicles' on every nature trail entrance, i.e., trail by pool sign has been vandalized. (carryover from June) TBD
- Pool rules sign is out of sync with what is posted on the website and distributed via pool pass registration card. (carryover from June) Secretary Kylis to determine required updates.

Welcoming Committee – Regina Watson (Regina was not present, President Ramirez provided the summary)

- 5 new residents for June 2022, packets to be delivered
- 12 welcome packets ready for new residents, will need additional supplies, list of items will be submitted to the Manager.

Recreation Committee - Vacant

GENERAL BUSINESS-MANAGEMENT REPORT:

Votes Held Between Meetings – Lori Randall, Management - None

Homeowner's Communications – Lori Randall, Management

- Concern with kids playing in Matisse area throw their trash on the ground and toys are left in the street. Also why are trash cans not required.
- Request for pruning of low hanging branches over parking space on Luce Court. [added to tree list.]
- Resident wants tree in front of her home assessed and dead branch removed. Threatened legal action which was sent to Board to remind them not to correspond with anyone that threatens a lawsuit. [tree is healthy and not included for work by arborist. Dead branches are low on the priority list.]
- Concern that grounds contractor is not mowing at corner of Godolphin and Northumberland near gully. [Reminder sent to contractor and work complete.]
- Resident wanted grounds crew to pick up pile of branches on Kitchener between Brainerd and Delong. [contractor not sent out for this, but they had put multiple branch piles on their walk through list which was approved.]
- Dissatisfaction with trash pickup and use of flimsy white trash bags.
- Dead branches in tree around mailbox on Luce court. [added to tree maintenance list]
- Tree near their home is causing problems with drainage and damaging roof. Video sent. Would also like tree at parking space pruned because it hangs low. [contractor states in video that the mesh of the gutters is too small, and everything sits on top of the gutter. Pruning of tree near parking spot added to tree maintenance list.]
- Many questions in response to violation letters.
- Homeowner saw draft minutes and comment about puddling at back gate on Brandeis. Homeowner stated townhomes on Euclid are downhill from commons are back yards have a lot of water. She stated she was told community would not assist.
- Complaint of boat parked on Godolphin that also moves to Cushing which makes it difficult to drive where it is. [Explained State versus private street association enforcement capabilities.]

- Homeowner on Getty Court felt the association should power wash the community sidewalks.

Other Management Actions

- Authorized \$1,300 in list of urgent actionable items from Blade Runners annual tree inspection.
- Obtain proposals for 2022 trash contract.
- Obtain quote for some maintenance work at NCA: paint pool doors, \$300; reassemble round deck table \$30; sand and paint picnic tables \$300; weather treat lattice fence, restroom privacy walls and park bench \$150. Approved deck table and picnic table repair only for now.
- Request to arborist during annual tree walk to look at tree a resident has repeatedly complained about on Kitchener. [arborist had tree nearby on list but not one resident was complaining about]
- Reached out to contractor who installed timber barrier where dirt was eroding and on path. See NEW BUSINESS. Water is continuing to move stones on to steps.
- Broadcast emails on delayed trash: 5/31, 6/17, 6/24
- Annual Architectural Inspections almost complete. Report in ES. All letters processed through Vantaca in order to utilize the reporting function. This eliminates the use of the spreadsheet if the Board is comfortable with the new format. Only streets still to inspect are Lower Matisse and Red Ash Court.
- Reported to Dominion Energy: light out near 7723 Matisse; light out near 7717 Matisse
- County health inspector was at the pool and stated overall conditions were satisfactory but the self-closing latch on the gate leading to the wading pool was broken. Titan does not fix gates. Management contacted Alaska Fence who has been out, assessed the situation and installed a new latch at a cost of \$600.
- Titan recommended a containment vat for the acid barrel based on other facility inspection fails. Approved at \$128.
- Annual Meeting notice prepared and ready for pick up from printer.
- Out-of-cycle violation letter on Marconi for condition of exterior of property. See ARC report in Executive Session.

OLD BUSINESS

- Maintenance Operating – no new action(s)
- Maintenance Reserves – no new action(s)
- Bi-Annual Architectural Inspections –Refinement conducted. See motions

NEW BUSINESS

- Pool parking policy to be revised – tabled for August
- Trash contract – Some proposals received, further discussion to be had.

The Board convened into Executive Session at 8:46 pm.

EXECUTIVE SESSION: The Board Convened into Open Session at 9:22 pm

MEETING MOTIONS:

1. **Motion:** To accept the painting of the pool doors. To weather treat the lattice fence and park bench not to exceed \$425 made by Secretary Kyllis, seconded by President Ramirez. Vote 5 yes 0 no

2. **Motion:** To accept architectural inspection procedures and drafts of the violation letters with edits as discussed, made by Secretary Kylis, seconded by President Ramirez. Vote 5 yes 0 no
3. **Motion:** To accept proposal for erosion maintenance by common steps not to exceed \$1600, made by Secretary Kylis, seconded by Treasurer Space. Vote 5 yes 0 no.
4. **Motion:** Out of Executive Session to assess Lot 152 \$10/day starting 9/1/2022 if the correction to the stockade fence is not completed and to have new Exterior Project Request be submitted for the remaining fence installation, made by Secretary Kylis, seconded by President Ramirez. Vote 5 yes 0 no
5. **Motion:** Out of Committee: Transfer remaining funds from Schwab account to Money Market account and close the Schwab account. Vote 4 yes 0 no 1 absent

ADJOURNMENT: The Board adjourned at 9:28 pm

Meeting minutes submitted by Secretary Kylis