

**NEWINGTON COMMUNITY ASSOCIATION  
MONTHLY BOARD MEETING  
April 3, 2019**

**CALL TO ORDER:** President Jernigan called the meeting to order at 7:01 pm.

**BOARD MEMBERS PRESENT:** President Sarah Jernigan, Vice Stacey Novak (nee Perritt), Treasurer Dennis Kruse, Secretary Karen Chauvin, and Director Amy Cerchione.

**MANAGEMENT PRESENT:** Lori Randall, Summit Management

**OTHER ATTENDEES:** Beth Rodriguez, Maintenance Committee and Lou Tobat, Planning and Development.

**COMMUNITY FORUM:**

Residents raised the following issues:

1. Antenna put on the exterior of homes for cable free TV viewing. She pointed out new FCC rules that our current Architectural Guidelines are not agreement with. She stated that she would provide the Board with a copy of these new FCC rules along with her exterior project form.
2. Vice President Stacey Perritt announced that she has married and her new name is Novak.
3. Resident complained that a neighbor is putting trash out whenever they wanted and not on the approved times for regular trash pick-up days.

**HEARINGS:** *(Motions regarding verdicts of hearings are listed with the motions of the meeting.)*

1. Lot #159 – Homeowner did not attend.
2. Lot #175 – Homeowner did not attend.
3. Lot #215 – Homeowner did not attend.
4. Lot #220 – Homeowner did not attend.
5. Lot #224 – Homeowner announced that all work on his shutters was complete.
6. Lot #387 – Homeowner did not attend.
7. Lot #436 – Homeowner did not attend.

**APPROVAL OF MINUTES:**

Board meeting minutes date March 6, 2019 were accepted and approved by acclamation.

**PRESIDENT'S REPORT:** President Jernigan stated because she needed to stop the meeting at 8:30 pm, she would be giving time limits to discuss issues or to make presentations. She also encouraged everyone to come to the NCA Easter Egg Hunt.

**TREASURER'S REPORT:**

Highlights of the report given by Treasurer Kruse are as follows:

1. Through the end of February 2019 NCA operating expenses were below budget for every category except Lights, Snow and Trash. Overall expenses were below budget and both regular and reserve income were better than budget. The association's finances remain healthy.
2. The agreed quarterly reconciliation of accounts receivable between Summit and Rees Broome has not yet been implemented, primarily due to recent turnover of accounting personnel at Summit.
3. The number of overdue owner accounts and the total amount of delinquent payments have returned to a pattern that was typical prior to the government shutdown. In particular, the number of accounts overdue by more than 90 days has declined by 43%. It should be noted that the combined total of overdue accounts is expected to increase when Rees Broome and Summit

records are finally reconciled.

### **COMMITTEE REPORTS:**

#### Planning and Development - Lou Tobat

School Board is planning to look into changing the name of Lee High School and they will be discussing, in the future, the current school boundaries and if they need to be changed. He also discussed the street paving, the possibility of upgrading our street lights. He also mentioned a tree that had been cut along Northumberland.

Architectural Advisory Committee – Vice President Stacey Novak  
Committee meeting was delayed until April 16<sup>th</sup>.

#### Maintenance Committee – Beth Rodriguez

Report was given regarding the small list items of the 2014 reserve study that had not been completed.

#### Recreation – Pam Rodriguez

No report was given.

### **GENERAL BUSINESS**

**VOTES HELD BETWEEN MEETINGS:** None

### **HOMEOWNER COMMUNICATIONS:**

- Resident wanted to know the guidelines for security camera's. [Told resident that no guidelines have been approved, but submit an EPR form for the ARC to review.]
- Resident has requested multiple times that erosion behind the homes on Gwynedd be repaired. [Added this to the list of needed common ground improvements for the board's consideration.]
- Resident upset that contractors are parking in numbered parking spaces during path renovation work. [Explained that they need to be near the work area and should be gone by 5:00 pm. If they park in numbered parking spaces overnight I will contact the contractor.]
- Several residents called about the road work on Godolphin. [Map of VDOT areas to be repaved added to NCA's website homepage.]
- Resident requested Association action on raccoons throughout Kitchener area of community, [Explained that the association does not get involved in personal property issues nor does it have the ability to control wildlife. Did a review of the area and sent out 10 violation letters for people to address damaged/opened gable vents.]
- Received a comment that one or two weeks in blank spaces doesn't matter as it isn't enforced.
- Tree fallen on common ground on Moline. [Requested tree contractor remove. This was done.]
- Late delivery of newsletters on Luce. [Weather related issue]
- Resident requested information on school boundary changes.
- Watch light out on Brainerd. [Reported to Dominion.]
- Resident unhappy with responsiveness to reports of trash on front stoops on their street.

### **OLD BUSINESS** (*Motions will be listed at the end of the minutes.*)

- Maintenance – Tennis Courts: Tennis court proposal received. CM asked to review and Board will vote on this at May meeting.
- Maintenance – Engineering Report on Luce & Matisse: Consulting proposal received.
- Maintenance – Pool Parking Lot – Tabled until September, 2019.
- Database of Owners/Google Forms for exterior project request form: Sample was given out of

what has been developed so far. However, it is still a work in progress in committee.

- Architectural Standards – Discussion was held on issues that the AAC will discuss.
- Grandfathering – There was the issue of pictures to help resolve this matter. However the matter was referred to committee.
- Summer Architectural Inspections – proposal from Summit Management to conduct these inspections for a flat fee which will come out of the operations line of the budget. Board had an additional question and will put this to an email vote.
- Legal Opinion – There were 2 issues that legal advice was sought. The one of home based business such as Daycare was tabled until June 2019. The second was on changing the size of the Board. A motion was made on this issue.

#### **NEW BUSINESS** (*Motions are listed at the end of the minutes.*)

- Homeowner request to do common ground renovation at their own expense. Motion was made on this matter.
- Hunter request to hunt in NCA woods off of Rolling Road. Motion was made on this matter,
- Grounds contract renewal – After discussion, it was the consensus of the Board to put this out to bid.

#### **EXECUTIVE SESSION**

Board convened into Executive Session at 8:40 pm.

Board convened into Open Session at 9:40pm.

#### **MOTIONS**

- 1) President Jernigan made the motion; To publish Policy Resolution 19-01 into the newsletter. Director Cerchione seconded the motion. Vote: 5 yes; 0 no.
- 2) President Jernigan made the motion: Based on the request from the homeowner and based on the provided evidence, to give approval for homeowner to improve the common ground in front of their home at homeowner's expense. This is for seed, sod and soil only. All additional requests for similar work must be approved by Board. Vice President Novak seconded the motion. Vote: 5 yes; 0 no.
- 3) Vice President Novak made the motion: In response to a request to hunt on NCA property, the request is denied. Motion was seconded by President Jernigan. Vote: 5 yes; 0 no.
- 4) Treasurer Kruse made the motion: Instruct Summit to follow the order established in the resolution delinquent payment assessments. Motion was seconded by President Jernigan. Vote: 5 yes; 0 no.
- 5) President Jernigan made the motion: To send out 2019 small delinquent balance letter for anyone with a balance less than \$50.00. Motion was seconded by Vice President Novak. Vote: 5 yes; 0 no.
- 6) Vice President Novak made the motion: To decline the request for waiver for lot # \_\_\_\_\_ (8564 Gwynedd) for late fees and attorney fees. Motion was seconded by Director Cerchione.

Vote: 4 yes; 0 no; 1 abstain (Jernigan).

#### **HEARING MOTIONS**

- 1) Hearing Lot #159.

President Jernigan made the motion to charge \$10.00 per day starting on June 1, 2019 if the violation has not been corrected. Motion was seconded by Vice President Novak. Vote: 5 yes 0 no.

- 2) Hearing Lot #175

President Jernigan made the motion to charge \$10.00 per day starting on June 1, 2019 if the violation has not been corrected. Motion was seconded by Vice President Novak. Vote 5 yes 0 no.

- 3) Hearing Lot #215

President Jernigan made the motion to charge \$10.00 per day starting April 22, 2019. Motion was

seconded by Director Cerchione. Vote: 5 yes 0 no.

4) Hearing Lot #220

President Jernigan made the motion to charge \$10.00 per day starting April 22, 2019 if the violation has not been corrected. Motion was seconded by Director Cerchione. Vote: 5 yes 0 no.

5) Hearing Lot #224

Motion made by President Jernigan to notify the homeowner that no charges incurred because matter is resolved. Motion was seconded by Director Cerchione. Vote: 5 yes 0 no.

6) Hearing Lot #387

Motion made by President Jernigan to notify the homeowner that no charges incurred because matter is resolved. Motion was seconded by Director Cerchione. Vote: 5 yes 0 no.

7) Hearing Lot #436

Motion made by President Jernigan to charge \$10.00 per day starting May 6, 2019 if the violation has not been corrected Motion was seconded by Secretary Chauvin. Vote: 5 yes 0 no.

**ADJOURNMENT**

Meeting adjourned at 9:45 pm by acclamation.