

Newington Community Association
Monthly Board Meeting Minutes
June 5, 2019

CALL TO ORDER: President Jernigan called the meeting to order at 7:02 pm.

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

MANAGEMENT PRESENT: Lori Randall, Summit Management

OTHER ATTENDEES: Lou Tobat, Planning and Development Committee and Pam Rodriguez, Recreation Committee

PRESIDENT'S COMMENTS: The pool is open and only one complaint. Paving on County streets around NCA is ongoing.

COMMUNITY FORUM:

- One resident did not support the Board's recommendation to go to a five-member Board. His statements about management were responded to.
- Vice President Novak stated that she would be stepping down as Chair of the Architectural Advisory Committee and that all minutes have been provided. She also stated she would be resigning as a member of the Board effective immediately. Note for Voting - Now four Board members are present.
- A resident stated that the water authority removed a tree in front of her home that was affecting pipes to the homes on Durer Court. She offered to replace the tree with a Japanese Maple. This subject will be added to new business on the agenda.
- A resident expressed concern with raccoons in the community, especially on Kitchener Drive, that have entered people's homes. There is one home that has an open gable vent and the racoons could be breeding there. It was recommended that anyone can call Fairfax County for code compliance issues 703-324-1300.

HEARINGS:

No one was in attendance.

APPROVAL OF MINUTES:

There were no objections to the minutes as written. Minutes approved by acclamation.

TREASURER'S REPORT:

The Treasurer provided a hand out showing a budget snapshot as of 4/30/19, as well as a listing of bank account balances, both operating and reserve. The Association's finances remain healthy and NCA is well-positioned to meet all expected requirements. The number and value of delinquent accounts are near their lowest levels in recent years.

COMMITTEE REPORTS:

Planning and Development Committee – Lou Tobat

Community involvement does influence decisions which affect our neighborhoods, as evidenced by the results of the public survey on the widening of the Fairfax County Parkway. Responses from residents were overwhelmingly against tolls, and this option has been withdrawn by the Fairfax County Department of

Transportation. In addition, previous proposals to widen Rolling Road have also been defeated. Residents need to stay involved.

Architectural Advisory Committee – No report.

Reserve/Maintenance Committee – Beth Rodriguez via written report.

The Committee provided a list of 13 common areas which have bare ground, overgrown shrubs, or soil erosion, and identified five priority areas. The Committee also started preparing maintenance recommendations for 2020 to be included in next year’s budget planning. Potential areas include further work on common grounds bare spots, more street paving, retaining walls, and minor repairs to the baseball field fence.

Recreation Committee – Pam Rodriguez

There was discussion of hosting an NCA movie night, either at the pool or the ballfield. Costs include the projector and popcorn, as well as a “public performance” license. If Movie Night is held at the pool, there is also a charge for lifeguards. More research will be done.

GENERAL BUSINESS:

Votes Held Between Meetings:

- 1) Email vote to hire Summit to complete architectural inspections of all 609 homes in the summer of 2019 at a cost of \$6,000. 5 yes to hold email vote. 5 yes to contract the services. Vote reaffirmed. Motion by S. Jernigan, second by A. Cerchione. Vote 4 yes.
- 2) Email votes to spend \$2,752 on pool spring inventory list from Titan, \$15,660 to clean and repair tennis court, and send a violation letter on a felled tree. 5 yes to hold email vote. 5 yes for two expenditures and to send letter.

Homeowner Communications:

June

- Received several questions/comments: feral cats on Luce, instructions to newsletter delivery persons, can glass be recycled, yard debris not picked up, white paint markings on Luce sidewalks.
- Received 5 inquiries for summer hire work. [Interviews are being scheduled.]
- Resident would like to see the “John Nolan Meeting Room” sign put back on the exterior door. [It disappeared with the new door replacement.]
- Resident says an arborist has identified a tree needing removal and one needing dead limbs pruned and doesn’t know if tree is on their property or common grounds. [Management will look at and contact NCA arborist, if necessary.]
- Two residents were upset when their assessment balances prevented them from picking up pool passes the day before the pool opened. [The Pool Rules, page 2 under Admissions Section A, specify that NCA owners or tenants who owe money to NCA will not be issued pool passes or credits. Management has no control over this situation.]
- A resident stated that they saw a black bear in their back yard on Cushing Court.
- A resident asked what NCA would be doing about raccoons in the community. [No action is planned. Resident will attend next Board meeting.]
- Trash/furniture thrown in woods behind Marconi homes. [Management to inspect.]
- Resident’s window was struck by a rock from mowers. [Forwarded to Blade Runners.]

- Jelly-like substance on Durer Ct. tree and concern it affects integrity of tree branches. [Arborist conducts annual tree assessment to identify any tree issues.]
- Resident's car was towed for expired safety. Threatened legal action. Second vehicle towed a day later for same problem.
- Report of illegal soliciting on Matisse.
- Resident is unhappy with actions taken on his complaint of a neighbor's property.
- Letter needed confirming NCA's approval of a K-9 kennel. [Completed.]
- Abandoned lawnmower on Durer. [Called hauler to pick up.]
- Resident wants pressure put on owner of a property on Jenner that does not mow their lawn.

May

- Several homeowners have questioned why yard debris is not picked up as scheduled on Wednesdays in the single family section. [Residents were reminded to look at the website, as there have been problems with pickup schedules recently.]
- Two residents wanted management's help with getting the mailbox on Jenner Court fixed. [Cluster mailboxes are owned by the Post Office. Post Office fixed it within the week of resident's notification.]
- Trash on ballfield after Easter Egg Hunt. [It was cleaned up the next day.]
- Complaint of unleashed pit bull seen in Newington area. [Recommended contacting Animal Control.]
- Multiple complaints of vehicles parked in unnumbered spaces for prolonged periods of time.

OLD BUSINESS:

Maintenance

Tennis Courts – Email vote approved \$15,660 for surface cleaning and repairs, Armor Crack Repair with 3 year warranty, and new tennis nets. Deposit sent to contractor. Work is scheduled for June 24th.

Engineering Review of Luce and Matisse – Draft Request for Proposal provided estimates of costs for street work on Luce, Red Ash and Lower Matisse. Management will request a quote from Fairfax Paving for all streets for both Option 1 and Option 2.

Pool Parking Lot – Tabled to September 2019.

Database of Owner Information - Google Docs – Online Exterior Project Request Form has been developed using Google Forms. K. Chauvin to seek a volunteer to help with the form and developing data management plans for receiving the forms, storing incoming data, reviewing the forms for approval, and communicating with home owners about the results of the reviews.

ARC Standards – Referred to the Advisory Committee. K. Chauvin to work on updates.

Grandfathering of Architectural Modifications – Referred to the Advisory Committee. K. Chauvin to work on updates.

ARC Inspections Process in 2019 – Five people within the community expressed interest in working for Summit to perform inspections. Four of the five are college students. Four resumes received. Two applicants were equally qualified. Management suggested hiring one applicant to work on photographic documentation of all homes. K. Chauvin made a motion to pay one person on a contractual basis for this task, not to exceed \$1,000. Second by A. Cerchione. Vote: 4 yes.

Board Vacancies and Reducing Size of Board –Draft resolution included in May newsletter for a five member Board. Motion to accept Resolution 19-01 by A. Cerchione. Seconded by K. Chauvin. Vote: 4 yes.

Fairfax County Hearing on Day Care – Management drafted a policy resolution for the Board’s consideration. All Board members are to provide comments by the July meeting.

NEW BUSINESS:

American Disposal Notice – American Disposal has stated that labor shortages have impacted their service. Fairfax County has received many complaints and is looking into the matter. No Board action at this time.

Trees – Management recommended immediate removal of several trees in the community and provided Shadowbrook’s concerns with a large pine leaning towards several homes. Quote for removing pine is \$2,100. Motion by K. Chauvin to spend up to \$5,000 for removing the pine, plus other trees of concern. Seconded by S. Jernigan. Vote: 4 yes.

Grounds Contract Renewal – Several proposals have been received. Management will review and provide a chart for the Board’s review at the next meeting.

Vice President – A. Cerchione accepted the nomination to fill the position of Vice President until the next officer elections.

Architectural Appeal to Board – Motion to deny the appeal of a request for Lot 342 for a fence with horizontal boards in the Newington Glen section by S. Jernigan. Seconded by A. Cerchione. Vote: 4 yes.

Tree Replacement – As stated in Community Forum and the Maintenance Committee report, a tree needs to be replaced on Durer Court where the water authority removed one. Management provided a proposal to install 2 crepe myrtles and watering contract, one on Brandeis one on Durer. A crepe myrtle is consistent with other areas of the community where large oaks have been removed close to curbs. Motion to spend \$1,400 by A. Cerchione. Seconded by S. Jernigan. Vote: 4 yes.

Replacement Meeting Room Sign – The Board agreed that Management could spend up to \$50 for replacement of the John Nolan Meeting Room sign for the exterior of the meeting room door.

EXECUTIVE SESSION: 9:07 to 9:41pm

Tree removed on common grounds without approval – Management shared with the Board the conversation held with the owner. S. Jernigan made a motion to send a hearing notice. A. Cerchione seconded the motion. Vote: 4 yes.

Write off – S. Jernigan made a motion to write off \$817.31 for Lot 61, a property that was foreclosed on and no additional payments will be received. Seconded by A. Cerchione. Vote: 4 yes.

Late Fee Waiver – S. Jernigan made a motion to waive the late fees as requested by an owner in writing for Lot 535. A. Cerchione seconded the motion. Vote: 4 no. Motion failed.

Adjourned – 9:45 pm

NEXT BOARD MEETING – July 3, 2019