

Final
NEWINGTON COMMUNITY ASSOCIATION
Minutes of the Meeting of the Board of Directors
Video Conference Call, Meeting ID: 145 225 9182
October 6, 2021 7:00 pm

CALL TO ORDER: Meeting was called to order at 7:06 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

MANAGEMENT PRESENT: Stephanie Reed

OTHER ATTENDEES: 5 residents

PRESIDENT'S COMMENTS: President Ramirez welcomed the new board members, apologizes for technical difficulties causing delayed start. She would urge the community to help keep our streets and common grounds clean by putting litter in the proper receptacles.

COMMUNITY FORUM:

A resident thanked the Board for their work particularly the new Board members. Concern about the lack of security in the community, their car was attempted broken into twice. Additional concerns about parking and homes with up to 7 cars. Request to have a newsletter blurb about the parking policy every month. Request those with Ring/security cameras please share recordings of nefarious activity with the police.

A resident had a question about the Japanese Stiltgrass grant research, concern whether a potential grant would be to remove or install the stiltgrass. Another question about the architectural standards about the grass vs. weeds in yards. What constitutes grass vs weed. To follow up via email.

HEARINGS:

No hearings were scheduled

APPROVAL OF MINUTES: See meeting motions.

OFFICER/COMMITTEE REPORTS:

Treasurer's Report/Finance Committee – Treasurer Phil Space

1. First, a thank you to the members of the finance committee and everyone else that has attended the last two meetings, I've learned a lot in those sessions. I would also like to do a shout out to David for volunteering to help with the pool RFP and spending the extra time on that and to meet and go over his findings.
2. Budget: We are still waiting on the final CPIU, but we believe we are in good shape having identified budget lines where we have some leeway and are confident that we can adjust as needed and present a final budget once the CPI has been published.

3. Pool contract:

- David has done a thorough review of the pool RFP and developed a compliance matrix which identified some shortfalls in the original RFP
 - A revised RFP is in draft and will be finalized shortly, at which time we will send it out and request a best and final offer from the vendors and evaluate their responses. The changes should allow the vendors to provide more realistic pricing based upon the hours, number of lifeguards needed and refinement of the information on rest periods and some other details on how the pool operates which will hopefully provide better pricing.
4. The trash contract RFP will be reviewed in the same fashion once we have completed the pool contract and will go out as well. We anticipate including some reporting to better document and track annual cost increases based upon operating costs and disposal fee changes
5. We have two CD's expiring and my recommendation to the board is that the funding should be placed into similar CDs while we evaluate our requirements for reserve spending requirements over the next three years

Welcoming Committee – Chairperson: Regina Watson

- No report

Environmental Committee – Chairperson: John Kylis

- Community Clean Up – Thank you Mike Smith for coming out, next event to be held in Spring 2022
- Stray cats – webinar attended. To be connected with residents who already participate in a TNR program.

Planning & Development – Lou Tobat

- No report.

Reserves & Maintenance – Chairperson: Beth Rodriguez

- No Report.

Recreation Committee - Vacant

GENERAL BUSINESS-MANAGEMENT REPORT:

Votes Held Between Meetings – Stephanie Reed, Management

No votes held

Homeowner's Communications – Stephanie Reed, Management

- Tree removal request on Luce Court. (Contractor inspected-added to list)
- A few updates/questions about ARC violations
- Questions about concrete/paving project.

- Question about trash not being emptied at tot lots (called American Disposal)
- Complaint about grass not being cut behind row of houses on Jenner Court (contacted BladeRunners and they cut the area)
- Question about where to find HOA statement (referred to Summit website)
- Question about mailbox not opening (referred to Post Office)
- Tree fell on fence on Godolphin and damaged fence (Had Dale remove tree)
- Request for copy of statement (sent to homeowner)
- Questions asked about Commercial vehicle being towed on Brandeis (it was confirmed that it was towed and was towed according to policy)
- Another tree fell on Godolphin (Homeowner had Dale remove tree)
- Trash put out early on Durer Court (Sent out flyer to section)
- Two streetlights need replaced (put in request)
- Request for vehicle to be towed on Kitchener (vehicle was removed)
- Request to prune tree on Brandeis Way (will reevaluate next year)
- Request to register for online payment
- Request to replace mailbox key (directed them to Post Office)
- Request for removal of tree on Moline (will reevaluate next year)
- Request for removal of trees behind house on Brandeis Way (does not warrant removal at this time)
- Question about why vehicle was towed on Moline (expired safety inspection)
- Question about trailer on Godolphin (Stated this was a state street and could not tow)
- Question about car towed on Gwynedd

OTHER MANAGEMENT ACTIONS

- Reviewed draft procedures, minutes, newsletter.
- Updated Board member plaque with Karen's info
- Coordinated and oversaw paving project
- Sent out renewal notice to pool parking owners
- Attended finance meeting
- Sent 2020 tax return to treasurer for signature and forwarded on to Accounting
- Request from Secretary for trash rates (sent current rates)
- Request from Secretary for NCA Vantaca database statistics (provided information)
- Answered questions about ACC inspection from board members
- Contacted Titan to reattach baby pool cover and flip breaker

OLD BUSINESS

- Street projects underway
- Grounds projects completed aside from the retaining wall area.
- Mailboxes cleaning completed.
- Pool contract with Finance Committee for further review to be returned to contractors for best and final offers.
- Stephanie to complete notary certification at the courthouse.
- EV Charge Stations – Secretary Kylis researched the idea for a charge station in the community, does not warrant installation until the demand increases.

- Ring Camera promo period to be active November 1st through 14th. Promo code in November Newsletter and on website
- Will research some prices for Ballfield plaque to be dedicated to all those who serve and present to the Board at the next meeting.
- Review of the Grounds Project for 2022 table to next month. President Ramirez to review the list.

NEW BUSINESS

- Annual tree walk – Blade Runners proposed tree removal based on Arborist walk-through. Proposed prices to be reviewed and additional quote from Dale to be sought.
- Inquiry into what Summit's plan for our community regarding Vantaca. Secretary Kylis to draft a list of expectations/ideas of how Vantaca can be utilized.

The Board convened into Executive Session at 8:47pm

EXECUTIVE SESSION: The Board Convened into Open Session at 8:52pm

MEETING MOTIONS:

1. Motion to accept the September meeting minutes with the amendment to correct the Homeowner's Communication section and add Other Management Actions. Made by Vice President Royal, Seconded by Treasurer Space. Vote: 4 yes 0 no
2. Motion to approve and publish budget draft with knowledge that final numbers are not in. Motion made by Treasurer Space, Seconded by Vice President Royal. Vote: 4 yes 0 No
3. Motion to move funds from two expiring CDs into single 1-year CD at Alliance Bank. Made by Treasurer Space, Seconded by Vice President Royal. Vote: 4 yes 0 no
4. Motion to accept crape myrtles replacement from Blade Runners for the value of the proposal. Made by President Ramirez, Seconded by Secretary Kylis. Vote 4: yes 0 no
5. Motion to waive late fee charge for Lot # 29, the first Executive Session case. Made by President Ramirez, Seconded by Vice President Royal. Vote: yes 4 no 0
6. Motion to uphold late fee charge for Lot #246, the second Executive Session case. Made by President Ramirez, Seconded by Vice President Royal. Vote: yes 4 no 0

ADJOURNMENT: The Board adjourned at 8:58pm

Meeting minutes submitted by Secretary Kylis