

NEWINGTON COMMUNITY ASSOCIATION
Minutes of the Meeting of the Board of Directors
Video Conference Call, Meeting ID: 149 375 2705
November 4, 2020 7:00 pm

CALL TO ORDER: Meeting was called to order at 7:00 pm by President Ramirez.

The meeting was recorded.

BOARD MEMBERS PRESENT: President Debby Ramirez, Vice President Regina Watson, Secretary Karen Chauvin, Treasurer Bobby Royal, and Director John Kylis.

MANAGEMENT PRESENT: Lori Randall

OTHER ATTENDEES: 5 residents

PRESIDENT'S COMMENTS: No comments.

COMMUNITY FORUM:

No comments.

HEARINGS:

Lots 15, 18, 21, 41, 126, 462 were scheduled.

Lot 15 – Back fence that needed repair has been removed. Trees that are located on the home owner's private property may be removed.

Lot 462 – Fence is now board-on-board and owner will send a current photo of the fence.

Lots 18, 21, 41, and 126 were not in attendance.

APPROVAL OF MINUTES: See Meeting Motions.

OFFICER/COMMITTEE REPORTS:

Treasurer's Report/Finance Committee – Treasurer Royal

The Eagle Account signatures have been updated. Treasurer Royal is looking for suitable investments for the CD's that have expired. No comments were received on the draft budget. Motion made on the matter.

Committee Reports

Environmental Committee – John Kylis

The Environmental Committee cleared the remaining vegetation from the ballfield fence on October 17. A Zoom meeting was held on October 26 and the Committee is working on plans for an Annual Clean Up Day on November 14th.

Trimming along the path on Moline is pending. Committee will determine which trails have no NCA boundary signs.

Japanese stiltgrass infestation in the woods is pervasive. Cutting in summer would help control it, but it is nearly impossible to eradicate. Investigation of bamboo growing in the woods is pending.

The turf regeneration areas look healthy, but the hydro-seeded areas have less new growth.

Director Kylis will write an article for the newsletter on "No Dumping in the Woods."

Planning & Development – Lou Tobat

The National Museum of the U.S. Army will open November 11, 2020. Flyovers are planned as part of the celebration.

Reserves & Maintenance Planning Committee – Beth Rodriguez

The Community Manager reviewed the maintenance list. The sidewalk issues will be addressed during the paving project next year. Other smaller maintenance repairs, e.g. repairs to the ballfield fence, will be handled by the Community Manager. The remaining items will be added to the ongoing grounds maintenance list.

Recreation Committee – Pam Rodriguez

No report.

GENERAL BUSINESS – MANAGEMENT REPORT:

Votes Held Between Meetings – Lori Randall, Management

None.

Homeowner Communications – Lori Randall, Management

- Dead tree behind 7835 Godolphin. [Inspection did not show a dead tree within striking distance of fence or home. [Homeowner realized it had leaves, just not on lower branches.]
- Communications with resident who believed the street contractor cracked her sidewalk and with contractor. [Plan is for contractor to replace sidewalk pad when in the area on another project. Manager to follow up.]
- Complaint that residents on Jenner Ct are not putting trash out in adherence to Trash Policy. [Flyer distributed to all houses on the street.]
- Inquiry on status of shutters on Brandeis. [Management policy is that homeowner violations are not discussed with other residents.]
- Resident stated neighbor had provided pictures of unsafe pavers on common grounds and wants ground crew to remove them. [This work request has been added to the maintenance list for assessment.]
- Formal complaint received regarding homeowner communications. [Response provided in compliance with the Association’s Complaint Policy. The topic will be included in the December Board package.]
- Resident reviewed draft Committee Charter and felt language should be added requiring members to abide by the Association’s Code of Conduct and be in good financial standing. [Language on a code of conduct has been added to the draft charter for the Board review. Language on ‘good standing’ is already in the Charter.]
- Rotted tree down behind Kitchener and Maple spar on Euclid. [Both were reported to tree contractor.]
- Complaint of neighbor’s tree dropping leaves in another neighbor’s yard. [This is not an NCA violation.]
- Why do single family homes get both a free trash can and a recycling can and townhomes only get recycling cans? [Practice was established more than 15 years ago. Many townhome owners do not have the space for both or they did not order a recycling can when the opportunity was presented. The trash contract will be modified to include more options for the townhomes when bids are solicited for the next contract award.]
- Dead branch hanging in tree above parking space. [Tree contractor removed it.]
- Dead tree behind 7842 Godolphin. [Confirmed and sent to tree contractor.]
- There have been two reports of bears on NCA property: one on Cushing Ct of bear damage to bird feeders and one on Marconi Ct of a bear going through the trash. [Secure all trash in covered cans or carts. An article will be put in the newsletter.]

OLD BUSINESS

- Maintenance – Reserve Funds
Streets
 - Engineering specifications for Euclid/Getty/LeMoyne street renovations in 2021. Contract with GJB for \$4,950 signed. Tabled until specifications report is received.

- Maintenance – Operating Funds
 - Common Grounds: Items identified by the Maintenance Committee and the Environmental Committee have been added. Board needs to prioritize the list in conjunction with the available funds.
 - Trees: Only three trees remain to be removed.
- Community Survey – The survey will be published in the December newsletter and responses must be received by December 31, 2020. The survey link on the NCA website will be moved up so it is more visible. The survey can be mailed, scanned as a pdf and emailed, dropped in red drop box, or faxed.
- Exterior Project Forms – Tabled until January 2021.
- Email Distribution List – Tabled to January 2021.
- Use of Association Email by Committees – Tabled to January 2021.
- Website Streamlining – Tabled to January 2021.
- Committees – The Board reviewed draft charters for each committee and will consider which committees are open to renters. Director Kylis will provide comments via track changes of the current draft for the Board’s review. Tabled to December 2020.
- Architectural Standards Revision – Mineral Stains has products distributed locally. Tabled to December.
- Trash Cans – No further action. Removed from agenda.
- Lawn Maintenance – No responses were received from the notice in the newsletter. Notice will be re-run in the March 2021 newsletter. No further action. Removed from agenda.

NEW BUSINESS

- Parking Policy – The Board discussed options for revising the parking policy for unmarked parking spaces. No feasible changes were identified. Removed from agenda.
- Meeting Signs – Director Kylis will research the specifications, availability, and cost of signs that can be used for notifying residents of Board and committee meetings. Vice President Watson will put out and take down the signs, if they are purchased.

Board convened into Executive Session at 9:11pm to discuss employee compensation and legal matters.

EXECUTIVE SESSION

Board reconvened into Open Session at 9:49 pm.

MEETING MOTIONS

1. Minutes of the October 7, 2020 Board meeting were approved by unanimous consent.
2. Motion: To approve the 2021 NCA budget as published in the November newsletter.
Made by Treasurer Royal, Seconded by Director Kylis.
Vote: 5 Yes 0 No.
3. Motion: To provide a holiday bonus of \$500 and a cost of living increase of 2% to the Assistant Community Manager.
Made by President Ramirez, Seconded by Treasurer Royal.
Vote: 4 Yes 1 Abstain Director Kylis.
4. Motion: To waive any fees for Lot 15 contingent on back fence being removed.
Made by President Ramirez, Seconded by Treasurer Royal.
Vote: 5 Yes 0 No.
5. Motion: To waive any fees for Lot 462 contingent on review that fence is now an approved style.
Made by President Ramirez, Seconded by Treasurer Royal.

Vote: 5 Yes 0 No.

6. Motion: To assess a charge of \$10 per day for Lot 18 starting November 20, 2020, for a period of up to 90 days if the violation has not been corrected.

Made by President Ramirez, Seconded by Treasurer Royal.

Vote: 5 Yes 0 No.

7. Motion: To assess a charge of \$10 per day for Lot 21 starting November 20, 2020, for a period of up to 90 days if the violation has not been corrected.

Made by President Ramirez, Seconded by Treasurer Royal.

Vote: 5 Yes 0 No.

8. Motion: To assess a charge of \$10 per day for Lot 41 starting January 15, 2021, for a period of up to 90 days if the violation has not been corrected.

Made by President Ramirez, Seconded by Treasurer Royal.

Vote: 5 Yes 0 No.

9. Motion: To assess a charge of \$10 per day for Lot 126 starting March 1, 2021, for a period of up to 90 days if the violation has not been corrected.

Made by President Ramirez, Seconded by Treasurer Royal.

Vote: 5 Yes 0 No.

ADJOURNMENT: The Board adjourned at 10:01 pm.

Minutes prepared by Secretary Chauvin.