

**July 14, 2021 Meeting
Of The Board Of Directors
Newberry Station Homeowners Association, Inc.**

I. CALL TO ORDER 7:25 PM

Board Attendees: Brandon Farlander
Mario Alberto Rivera
Mark Sajbel
Michael Miller

Pool/Buildings Committee Co-Chair: Sean Carey

Management: Lisa Horton
Becky SuPrise

II. ELECTION OF OFFICERS

Mr. Miller moved to elect Mr. Farlander President, Mr. Rivera Vice President, Mr. Sajbel Treasurer, and Mr. Miller Secretary. Mr. Sajbel seconded the motion; passed unanimously.

III. MINUTES

Ms. Farlander moved to accept the minutes of the May 12, 2021 and June 9, 2021 Board meetings. Mr. Rivera seconded the motion. Passed unanimously.

IV. POOL/CLUBHOUSE COMMITTEE

Per recommendations from Mr. Carey, the Board requested that Sentry obtain estimates for contracts to:

- Move the HVAC unit out of the attic and into the room that includes the water heater.
- Remove the attic insulation and replace it with spray foam to better insulate the building and deter rodents that have infested the attic.
- Remove the secondary water heater under the sink in the meeting room; link the faucets of sinks in the clubhouse to the main water heater.
- Replace/repair the three filter tanks (from KR Jenkins)
- Replace the rotting drywall and insulation in the pump room,
- Replace the pool deck (from KR Jenkins)

The Board tasked Sentry to obtain a new landline phone for the Clubhouse.

V. LANDSCAPING

A. Emergency Tree Removals

On June 30, staff of the Professional Grounds subcontractor doing tree work previously authorized by the Board noticed that a large pine tree behind 6900 Trestle Court was developing a split at the base of its trunk. They recommended removing the tree due to the risk of a sudden fall on pedestrians and cars. Mr. Farlander was on site and was given a price of \$1,900 to cut the tree down. Mr. Farlander approved this work using his authority given for emergency expenses.

Also, since the tree company was on site, Mr. Farlander authorized an expenditure of \$325 to remove a large limb from a Mulberry tree behind 6904 Trestle Court, based on a proposal for that sum that had been provided to Sentry by Professional Grounds in June. The limb overhung that lot; its leaves had damaged the patio newly installed by the lot owner.

B. Proground Proposal For Additional Tree Removal

Per the recommendation of the Landscaping Committee, Professional Grounds, Inc., had submitted a proposal on June 25 for \$500 to cut flush the dead/dying multi-stem Mulberry tree near the Newington Road sidewalk along Ona Drive. All debris will be hauled offsite. Mr. Miller moved to accept the proposal; Mr. Farlander seconded. Passed unanimously.

VI. OLD BUSINESS

A. Curbs & Striping

Sentry had obtained several offers to do the work. One from Ploutis Contracting for \$29,975; the other from USA Contractors for \$15,838. The only catch is that the latter offer included a \$1,197 line item for painting 63 visitors' parking letters on white base with black letters; no such lettering is required. Mr. Farlander moved to accept the offer from USA Contractors in an amount not to exceed \$15,838; with the proviso that Sentry negotiate an appropriate change to the line item that would presumably lower the cost of that line item. Mr. Sajbel seconded. Passed unanimously.

B. Draft Reserve Study

Mr. Miller still plans to reset the year-by-year forecast of expected reserve expenses prior to the next Board meeting.

C. Annual Inspections.

Mr. SuPrise informed the Board that re-inspections will begin in two weeks following the Board meeting with due notice to residents.

D. Drainage Study/Asphalt Trail and Sidewalk Repairs.

On July 8, 2021, Ms. SuPrise emailed Mr. Budnik, the Association's civil engineer, to request that he survey the property and provide Sentry with proposals to improve drainage and identify needed repairs to sidewalks and asphalt trails. She also informed Mr. Budnik that Board members and a representative of the Landscaping Committee would like to meet Mr. Budnik on site to conduct the survey.

Mr. Budnik agreed to do the survey and stated that “As for fee, since this type of inspection is a custom service, it is billed hourly and final fee is based on actual hours we spend reviewing and talking. That’s typically how we’ve worked with Newberry on these type of assignments over the past decade. My rate as principal engineer is \$200/hour and I would anticipate the walk to take approximately three hours. We typically record the meeting audio for everyone’s reference unless preferred otherwise.”

The Board thereupon tasked Sentry to try to schedule a three hour walkthrough during the first week of August.

E. Benches

The Board re-tasked Sentry management to obtain offers for eight benches to replace the decrepit wooden benches throughout the community.

VII. CLOSE

Mr. Sajbel moved to close the meeting; Mr. Miller seconded. Passed unanimously.