

**JUNE 3, 2020 MEETING OF THE BOARD OF DIRECTORS NEWBERRY STATION
HOMEOWNERS ASSOCIATION, INC.**

This meeting of the Board was done by video-conferencing due to the state of emergency declared by the Governor of Virginia on March 12, 2020; said emergency making it both unsafe and impracticable for the Board to assemble in a single location.

Notice of the meeting was posted on the Newberry Station Homeowners Association web site and invited all members of the Association to join the meeting on a computer or tablet via <https://global.gotomeeting.com/join/> or by calling on a mobile device. The Board also posted its agenda for the meeting on that same web site. The notice further invited members to post comments or suggestions to the web site prior to the meeting using the web site's "Contact Us" menu for consideration by the Board.

It should be noted that the Board regularly uses this web site to provide notice of Board meeting dates; and that this web site has been publicized numerous times over recent years in mass mailings to members conveying notices of annual meetings and separate mailings of the budget for the coming year.

I. Call To Order 7:07 PM

Board Attendees: Brandon Farlander
Michael Miller
Susy M. Mikhail
Alana McCullough

Pool/Clubhouse Committee Attendees:
Sean Carey

Management: Fred Bell

II. Minutes, Ratifications and Schedule

A. Mr. Miller moved to accept the minutes of the May 6, 2020 Board meeting; Ms. Mikhail seconded. Passed unanimously.

B. The Board by unanimous consent had voted via email May 19-22, 2020 to approve the purchase of an electric vacuum cleaner for the pool at price not to exceed \$850. Mr. Farlander made the motion; Mr. Miller seconded.

C. The Governor of the Commonwealth of Virginia, as of the date of this Board meeting, had extended Phase I for Fairfax County for several additional weeks; after which Fairfax County would be in Phase II for an uncertain period that probably will extend beyond the July 8, 2020 meeting that the Board has set as the date of the Annual Meeting. The Governor further publicized what would be permitted by way of gatherings in Phase II: No meetings larger than 50

persons; no admission for the general public; checks at the entrance of a meeting room for persons potentially infected; social distancing of six feet separating persons from one household from those of any other household; no certainty that the County would be willing to make its bus garage training room available for the Annual Meeting. Moreover, Board members expressed uncertainty about risking their health for the two week period prior to July 6 securing proxies by face to face visits with members of the Association. Given these facts, Mr. Miller moved to postpone the Annual Meeting to Wednesday, August 5, 2020; seconded by Ms. Mikhail. Passed unanimously.

Mr. Miller will post notice of the postponement on the web site; Mr. Bell will email blast the notice to Association members.

III. Report of Clubhouse/Pool Committee

A. Status of the pool management contract and the contract for various improvements to the pool.

KR Jenkins Pool Service has completed all work (stairs into the pool, pool lights, lap lane, chlorinator moved to the chlorine shed, an additional vent in the shed.

B. Clubhouse and Pool Maintenance.

Mr. Carey asked that Sentry make available an electrician to work with him on replacing the time for lights in the clubhouse and also evaluate emergency lights inside the clubhouse, given that three of the five are not working. The Board concurred.

Mr. Carey, with help from Mr. Farlander, is maintaining the pool; he provided the Board with an itemized list of additional supplies needed for that purpose (which can be furnished to whatever pool management company eventually is hired, whether this year or next, to lower its price). Mr. Farlander moved to authorize a not-to-exceed amount of \$1,200 for those supplies and additional chlorine. Mr. Miller seconded the motion; passed unanimously.

Mr. Carey reported that he and Mr. Mikhail will install the security system when weather permits (too hot at the moment in the attic for that purpose).

C. Pool Opening.

As of the date of the Board meeting, Northern Virginia was still in Phase I — lap lanes only. The Governor finally released details on what will be allowed in Phase II with respect to pools — lap lanes plus exercise classes. Still a no-go for our community. The date of Phase III is uncertain, as is what will be allowed with respect to pools in that Phase.

Mr. Miller will prepare a notice that the pool cannot be opened prior to Phase III at the earliest; he will share that with the Board before posting the notice on the web site and providing the notice to Mr. Bell for email dissemination..

IV. Management Report

A. Status Of Annual Inspections.

Mr. Bell reported that the inspections are done; he provided the Board with the inspection results. All violation notices will have been sent by Friday, June 5, 2020. He asked Board members to review the inspection results and let him know if there are any omissions; in which case he would send additional violation notices upon further inspection of those omissions.

Mr. Miller expressed concern that the lot owner of 8212 Stationhouse had not yet fulfilled her promise to fix the retaining wall separating her lot from that of 8210 Stationhouse. Mr. Farlander reported a conversation with the lot owner of 8210, who informed Mr. Farlander that the lot owner of 8212 Stationhouse is planning to have the work done within the next several weeks. Mr. Farlander tasked Mr. Bell, in his latest violation notice to the lot owner of 8212 Stationhouse, to include all the notices to date on that issue; Mr. Miller stated that he wanted the minutes of this Board meeting to state for the record that the Board will, if this is yet one more broken promise, have the Association attorney obtain a court order requiring immediate compliance.

B. Repairs Of The Swing Set.

Mr. Bell has only one bid thus far from All Recreation of Virginia, Inc. for \$14,859. Mr. Bell has solicited but not yet received an additional bid.

C. Repainting Yellow Curbs; Markings In The Streets; And Additional Stop Signs.

Mr. Bell had two bids in hand: From Ploutis (\$13,475) and USA Contractors (\$9,255). Neither bid covered all required work, therefore Mr. Miller moved to approve the bid from USA Contractors at a price not to exceed \$10,500 with the price to be finalized following a post-award meeting with selected Board members to reach agreement on the statement of work. Ms. Mikhail seconded. Passed unanimously.

D. The Ridge warranty; with respect to seeded grass areas.

The Board tasked Mr. Farlander to contact Ridge regarding the warranty work.

V. Proposed Contracts

A. Proposals For Pool Erosion

1. Ridge Limited Co. proposed to install Rip Rap in (4) locations by pool deck with filter fabric and leave (5) tons of extra stone in pile by swale at end of pool deck. \$9,185
2. Professional Grounds, Inc. *Scope of Work: Address the erosion off the pool deck. Picture 1- Remove Debris and Create a Swale 6' wide x 15' long. Swale will be lined with landscape fabric and 5-9" Rip Rap. Picture 2-Create a Swale 4' wide x 18' long. Swale will be lined with landscape fabric and 5-9" Rip Rap; Picture 3-Create a Swale 4' wide x 18' long. Swale will be lined with landscape fabric and 5-9" Rip Rap. Rip Rap will also be installed between the 2 swales.; Picture 4-Create a Swale 4' wide x 18' long. Swale will be lined with landscape fabric and 5-9" Rip Rap. Rip Rap will also be installed between the 2 swales.* \$8,563

The Board tasked Fred Bell to have Greg Budnik evaluate these technical proposals and negotiate the terms with the two offerors. Mr. Miller will resend the proposals to Mr. Bell to relay to Mr. Budnik.

B. Landscaping Proposals From Professional. Mr. Bell had the following proposals in hand.

1. 44723: Cut flush leaning locust tree (marked with white paint) along Pool Road. All debris will be hauled offsite. \$420.
2. 44704: Provide and install one 2" caliper maple tree along Stationhouse behind the first home on Shannon's Landing Way \$695.
3. 44703: Trim trees overhanging pool fence and haul debris offsite; remove one tree in the back left corner of pool and haul offsite. \$900.
4. 44826: Remove 2 large limbs over house at 8216 Stationhouse Court (more effective than just trimming). \$425.00
5. 44826: Remove 3 dead limbs in oak tree behind 8354 Stationhouse. \$325.00

Ms. McCullough recommended that the Board table 44704 pending a review of what other trees might be planted. The Board thereupon tasked Mr. Bell to convey to Professional Grounds, Inc., the Board's desire for a review of where new trees might be desirable throughout the development for a Fall planting. Mr. Miller then moved to accept all the Professional Grounds, Inc. proposals except 44704.

Mr. Miller moved to accept all offers except 44704. Ms. McCullough seconded. Passed unanimously.

VI. New Business

A. Status of Audit Report

Audit not yet in hand.

B. Proposed revisions to the By-Laws regarding financial transactions.

C. Review of the draft 2020 Reserve Study update.

D. Updates to the Newberry Station web site.

E. Proposed revisions to the Covenants regarding parking, fines, and other matters.

Mr. Miller moved to table items B through E.

F. Traffic calming on Newington Road; whether and how to pursue solutions in addition to the stop signs.

Ms. McCullough will continue working with representatives of the Newington Civic Association on this matter.

VII. Closing

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