

**October 5, 2022 Meeting
Of The Board Of Directors
Newberry Station Homeowners Association, Inc.**

I. CALL TO ORDER 7:10 PM

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

Management: Lisa Horton

Pool/Buildings Committee Co-Chair: Sean Carey

Activities Committee: Susy M. Mikhail

Special Guest: Greg Budnik, the Association's community engineer

II. MINUTES

Mr. Rivera moved to accept the minutes of the September 7, 2022 Board meeting. Mr. Bauer seconded the motion. Passed unanimously.

III. HALLOWEEN PARTY & SOCIAL COMMITTEE

Ms. Mikhail asked the Board for permission to host the second annual block party for Halloween and presented a proposal for how the party would be staged, including gift card prizes for various categories. Mr. Farlander also expressed interest in having the Board pay for pizzas. Mr. Miller moved to accept the proposal and authorizes expenditures not to exceed \$550 to support the party. Mr. Farlander seconded the motion. Passed unanimously.

Ms. Mikhail also asked the Board to re-establish an activities committee. The Board concurred.

IV. CONTRACTS

A. ASPHALT TRAILS AND SIDEWALKS

In September, the Association sent Requests For Proposals for the asphalt trails and concrete work (sidewalks, curbs, and stairwells) to three companies on a bidder's mailing list from Mr. Budnik, including Brothers Paving & Concrete, Fairfax Paving & Concrete, Inc.; and Pro Pave, Inc. Mr. Budnik and Board members met with representatives of all the bidders for a preproposal site visit.

All three companies submitted bids, which the Board reviewed with assistance from Mr. Budnik at the October Board meeting. The Board determined that Brothers Paving & Concrete has submitted the best pricing for grinding and concrete slab/stairwell replacement but Fairfax Paving & Concrete, Inc had the best pricing for the asphalt trails. Mr. Budnik assured the Board that all three contractors were equivalent in terms of reliability and capabilities for all solicited work (although Brothers alone expressed willingness to grind); and that the asphalt work could be handled separately from the concrete work. Miller moved to split awards, with Brothers Paving & Concrete awarded the concrete work and Fairfax Paving & Concrete, Inc., the asphalt work, provided that both contractors commit to doing the work before the end of November. Mr. Bauer seconded the motion. Passed unanimously. The Board tasked Ms. Horton to let Board members know immediately if one or both awardees decline to commit to completing the work in that time frame.

B. BOLLARDS

Mr. Budnik recommended that the Board send a letter to the County asking the Board how many bollards are required and how far apart the bollards should be from one another. He also suggested sending photographs. The letter should reaffirm that the Board is using County specifications for the bollards and ask for confirmation of our plans for the bollards so that the Association can award a contract for same. The letter should ask for confirmation within a period of two weeks from receipt.

C. ARBORIST

Ms. Horton is working on the RFP conveying findings of the arborist report to would-be offerors and requesting unit pricing for all work recommended in the report, including separate prices for the specified (a) tree removal (b) pest treatments, (c) fertilizing, (d) Cambistat application and (e) pruning. Mr. Miller pledged to post the arborist report on the Association website.

D. SOLAR LIGHTS

Mr. Budnik reported that the Association may not install light posts on the raised border of the dry pond without prior approval of the Fairfax County Department of Public Works and Environmental Services, Maintenance and Stormwater Management Division. Mr. Budnik is willing to review any proposal from the Board for County submission provide a cover letter. However, Mr. Budnik said that this would not be necessary if the Board installs the light posts in the flat area between the dry pond and the woods.

V. BUDGET FOR 2023

Ms. Horton submitted a draft budget for consideration by the Board. The draft anticipated a 10% increase in monthly assessments to offset overruns in several operating expense line items and overall inflation in contract costs; with the expectation that similar increases in those line items would be encountered in 2023. However, Mr. Miller reviewed the overruns and concluded that \$13,242 resulted from accountants assigning Reserve expenses to operating line items. He also identified double billing of \$4,950 of the contract for the opening and closing costs of KR. Jenkins. He therefore asked that Ms. Horton obtain the necessary corrections from Sentry

accountants. With overruns thus diminished, Mr. Miller submitted an alternative budget for consideration by the Board. Mr. Rivera, looking Mr. Miller's proposal, suggested that the budget be redrafted by Ms. Horton for the November meeting, with a new monthly assessment of \$140, a 3.7% increase.

VI. ELECTRIC VEHICLES

Mr. Rivera alerted the Board that the owners of several homes in the community are stringing electrical wires across Association common property, including sidewalks, devil strips, and parking bays, to charge electrical vehicles overnight. The Board tasked Ms. Horton to consult the Association's lawyer regarding this matter. Mr. Budnik noted that anyone installing a charging station outside a dwelling would have to submit an application to the AECC.

VII. ANNUAL INSPECTION

The Board tasked Ms. Horton to immediately send violation notices from inspections completed to date.

VIII. CLOSE

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