

**NOVEMBER 11, 2020 MEETING OF THE BOARD OF DIRECTORS
NEWBERRY STATION HOMEOWNERS ASSOCIATION, INC.**

I. Call To Order 7:05 PM

Board Attendees: Susy M. Mikhail
Steven Dorrity
Michael Miller
Brandon Farlander

Management: Fred Bell

II. Minutes

Ms. moved to accept the minutes of the September 2, 2020 and October 11 Board Meetings; Board meeting; seconded by Mr. Miller seconded. Passed unanimously.

III. Forum

Concerns were expressed that Professional Grounds staff, when mowing while the ground is wet; leave ruts in the ground from the tires of their equipment. The Board will refer this matter to the Landscaping Committee for resolution.

Concerns were expressed regarding drainage from the new houses on Hamilton Road; water crossing Ona Drive into our yards. This is a matter for the County to resolve, since the strips of land flanking Ona Drive are County property. The Board will refer the matter to appropriate County officials.

Concerns were expressed regarding the fact that Board members had directed USA Contractor to paint the curb yellow in the parking space at the head of the stairway from Shannons Landing Way to Hamilton Court; thus prohibiting parking in that particular location. Several members of the Board explained the purpose of that direction; that the Board had already invested money to build that staircase in the first instance and has planned to expand and improve the staircase in the second instance; it makes no sense in the view of those Board members to have the persons using the staircase to have to squeeze between cars to make their way over to the sidewalk on the opposite side of Hamilton Court and thereby gain access to the school bus building and swing sets in the quadrangles. The counter argument is that every parking space is precious and that there is no crosswalk at that point for pedestrian traffic. The Board will take this matter under consideration.

IV. Curbs And Striping

The Board has solicited offers to clean and power wash curbs throughout the entire property; re-paint parking numbers, and restripe the parking bays. Mrs. Mikhail had revised the specifications to clarify that the only three parking spaces will be painted to indicate that they are for visitors (being spaces interspersed among spaces reserved for lot owners); the other overflow spots not

needing such indication. Mr. Bell had received two bids so far, one from USA Contractors and the other from Ploutis Contracting; Mr. Bell plans to solicit a third bid for consideration at the next Board meeting.

V. Audit & Budget Mailing

Mr. Miller has identified numerous potential misclassifications of reserve expenses as operating expenses and asked Mr. Bell to contact Sentry's accountants to review those and like potential misclassifications.

Given reports of vehicles continuing to violate the Association's policy on one-way traffic, the Board tasked Mr. Miller to draft a letter for the budget mailing on the consequences for violating that and related traffic management policies; the Board tasked Mr. Bell to assure that the letter is mailed not only to lot owner but also to the physical addresses of all residents.

VI. Homeowner Complaints

The Board considered the matter of handling complaints from residents that have legal ramifications; that such complaints merit an immediate response to the complainant. The Board tasked Mr. Bell to deliver a response acknowledging the complaint and stating that it will be referred to the President for immediate consideration by the Board.

VII. Towing

Mr. Bell reported his conversations with a representative of the towing company, who claimed that towing trucks come several times a week. The Board requested Mr. Bell to assure that the towing company provides the Board with information on any cars towed and also whether and how the towing company could be directed to tow more frequently. Mr. Bell replied that several other associations pay a small retainer to obtain nightly visits by their towing companies; the Board tasked Mr. Bell to solicit an offer from the towing company to do the same for our association.

VIII. Trees

Mr. Farlander and Ms. Mikhail reported the findings of the arborist; basically that no action is required immediately. Among other findings; the oak tree in front of 8359 Station House Court is healthy and does not need to be removed at this time.

IX. Traffic Management

Ms. Mikhail reported a contact with a resident who challenged the authority of the Board to require compliance with policies regarding one-way traffic signs. Ms. Mikhail volunteered to contact the Fairfax County Police Department to update the Association letter authorizing the police to enforce our traffic signage and determine whether the police would be willing to ticket cars that are on camera as violating those signs.

X. Contracts

A. Proposals For Pool Erosion

The Board tasked Mr. Bell to determine what Mr. Budnik would charge to act as the Association's agent in negotiating contracts with Ridge and Professional Grounds; if reasonable, to authorize Mr. Budnik to act as the Association's agent for that purpose.

B. Bell to obtain a definitive date from VA Playground for installation of the new swing sets.

C. Landscaping Proposals From Professional Grounds, Inc.

1. 45897: Grind seven stumps around the property. \$735. Mr. Dorrity moved to accept proposal 45897; Mr. Farlander seconded. Approved unanimously.
2. 45936: Trim tree away from house at 6944 HC \$280. Mr. Farlander moved to accept proposal 45936; Mr. Miller seconded. Approved unanimously
3. 45778: Cut flush dead oak tree on slope left of pool. \$525. Mr. Miller moved to accept proposal 45778; Mr. Dorrity seconded. Approved unanimously
4. 45870: Move/elevate pop up box behind 6932 Hamilton Court; install three bags of concrete on existing sewer inlet to get water to flow faster into the inlet. \$484.43 Mr. Farlander moved to accept proposal 45870; Mr. Dorrity seconded. Approved unanimously.

D. Sidewalks and Asphalt Trails.

Mr. Miller proposed that the Board begin work on specifications for repairing trip hazards on sidewalks and asphalt trails; taking into account a recommendation that an asphalt side trail be built to circumvent the County's gate that blocks access to the asphalt trail from Shannons Landing Way to the clubhouse.

E. Pool Closing Contract

Mr. Carey will contact K.R. Jenkins to assure that construction debris is removed (or the cost of the removal by a third party is deducted from Mr. Jenkin's invoice) and assure that Mr. Jenkins makes good on his promise to have an extra piece sewed into the pool cover for the steps.

XI. Clubhouse and School Bus Building

A. The Board tasked Mr. Bell to proceed with solicitation of contracts for replacing the clubhouse electrical panels and the related work necessary to bring the pump room into compliance with County Code to permit that work to be done, including contracts to convert one of the clubhouse meeting room bathrooms into a storage closet for the main water heater (which

would be moved from the pump room into that closet); move the pump for the wading pool into the space vacated by the water heater; which would then meet County Code requirements for the open space in front of the electrical panels.

B. The Board tasked Mr. Bell to obtain an invoice from members of the Clubhouse committee to reimburse them for labor costs associated with work they have performed to install security equipment and perform various repairs to the buildings.

XII. Annual Inspection Violation Notices

At the September meeting, Mr. Bell had reported that 22 lot owners have not done the work required to correct violations noted in the last annual inspection. The Board tasked Mr. Bell to schedule hearings at the December meeting for those lot owners whose infractions are serious enough to warrant enforcement measures.

XIII. Closing

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