

NEWBERRY STATION HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING

March 1, 2017

I. Call to Order

A. The meeting was called to order at 7:07 PM.

B. Roster

Board Attendees Brandon Farlander
 Michael Miller
 Thomas Little

Management Michael Prutz

II. Approval Of Minutes

Mr. Little moved to approve the minutes of the February 1 meeting; Mr. Miller seconded. Approved unanimously.

III. Inspections

The final revised Architectural And Environmental Regulations (AER) were mailed with the resolution policy mailing to all owners of record on 12/15/2016.

Mr. Prutz mailed 135 violation notices last week; with a deadline of April 30 for completing work, requesting extensions, or appealing the findings of the inspections. Mr. Prutz will resume annual inspections in June. Mr. Miller as the Secretary has received pdf copies of all notices.

Several residents noted that the inspections dated to last summer and in some cases referenced issues such as weeding that no longer seem applicable. Mr. Prutz noted that the Board withheld permission to release last year's inspections on advice of the Association's new attorney until the Board had revised the AER and mailed the revised AER to all lot owners, along with a Resolution necessary to establish a due process procedure for enforcing the AER that will be upheld by the State courts under current statutes.

Another issue raised by residents was that the notices require powerwashed fences be coated with a water seal or stained in one of the approved colors. While there is no specific requirement for either powerwashing or sealing/staining in the AER, there is a requirement in the AER that lot owners maintain fences in good repair. Mr. Prutz noted that powerwashing can be worse than useless in preserving the appearance of the fences within a year after washing. Nonetheless, the Board will consider whether to amend the AER to more forthrightly establish a requirement for powerwashing and/or sealing fences and decks.

Another question had to do with interior fences that are the joint responsibility of adjacent lot owners; when one of the lot owners refuses to pay for repairs to the fences. Mr. Prutz invited the residents to notify Sentry Management of the problem.

Mr. Prutz is still working on door knockers as a means for immediate feedback to residents on such problems as weeds, bare spots, and overgrown grasses betwixt and between annual inspections.

IV. Utility Problems

Dominion Power has fixed four of the six street lights for which it is responsible. Mr. Prutz will continue to hound Dominion Power on the last two.

There still has been no fix of the FIOS line that is hanging dangerously low parallel to Newington Road; the problem is a Dominion Power pole which needs to be pulled upright to solve that problem. Mr. Prutz will also hound Dominion Power on that issue.

V. Swings

Mr. Prutz will investigate the best course of action; whether to have Sentry do the maintenance work or have a company that specializes in playground equipment do the work; an issue of liability protection.

VI. Trees and Leaves

The Board has the report from Proper Tree Care; one tree needs to be removed and a number of other trees need work. Mr. Miller reported his plans for a walk around with Professional Grounds on March 10; the report will be on the agenda for that meeting.

VII. Retaining Walls

Mr. Budnik has promised a new set of RFPs by March 13; one for the access road, one for the retaining wall, and one for replacing the concrete spillway beneath the wall with a natural drain — and all related VDOT and Count permits. Mr. Prutz will have a new bidders list, including several not on Greg's original list.

Next steps: 1. Send the RFPs (with a due date for reply the first week of April). 2. Schedule a single pre-bid site visit for all bidders. 3. Obtain and review bids; award contract(s). 4. Obtain the contractor's schedule for the work (probably in June/July/August); administer the contract(s).

VIII. Club House Furniture

Mr. Farlander moved to buy six tables for the clubhouse at a cost not to exceed \$500; Mr. Miller seconded. Approved unanimously.

Mr. Prutz will check out the possibility of buying 50 chairs second-hand.

IX. Adjourn

Mr. Miller moved to adjourn; seconded by Mr. Little. Approved unanimously.