

NEWBERRY STATION HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING

July 3, 2019

I. Call to Order

A. The meeting was called to order at 7:04 PM.

B. Roster

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

Management Fred Bell
 Becky SuPrise

II. Approval Of Minutes

Mr. Dalton moved to approve the minutes of the May 1, 2019 and June 7, 2019 meetings; Ms. McCullough seconded. Approved unanimously.

III. Election Of Officers

Mr. Miller volunteered to fill the remaining one year term of David Simcic and nominated Mr. Farlander for President, Ms. Mikhail for Vice President, Ms. McCullough for Treasurer, Mr. Miller for Secretary, and Mr. Dalton for Member At Large. Mr. Dalton seconded both Mr. Miller filling the one year vacancy and Mr. Miller's nominations. Approved unanimously.

IV. Inspections

Mr. Bell reported that inspections are scheduled for July. A question was raised about a potential color violation with reference to 6926 Hamilton Court; the Board will ask the AECC to investigate.

V. Contracts

A. Maintenance of Club House

Mr. Bell raised the matter of a general year round maintenance schedule for the clubhouse. Mr. Miller requested a copy of the contracts or replacing filters and maintaining the HVAC equipment; and also for cleaning the clubhouse.

Mr. Miller also asked that Sentry have an electrician examine the electrical panels in the pump room to determine if and when they should be replaced. Mr. Dalton reported that the desk in the entry way of the clubhouse has suffered water damage; that the wall flanking the desk may be concealing leaking

pipes. The Board tasked Mr. Bell to solicit offers to replace the desk at the entrance to the clubhouse and repair the source of water damage to the desk and surrounding area.

B. Retaining Wall Contracts

Mr. Miller reported that work is underway on the retaining wall.

C. Asphalt Repaving

Mr. Miller reported that the asphalt repaving is complete; cracks have been filled. The only question is whether Charles York has submitted all invoices and been paid; Mr. Miller reported that Mr. York had priced the crack repairs at \$2,000.

D. Bulletin Board

Sentry has two offers to rebuild the bulletin board, Sentry at \$1,500 and USA Contractors at \$1,880. Sentry also reported that Similar pre-fab option are running \$1700 to \$2800 PLUS labor to install. USA Contractors proposed replacement with support poles as they are deteriorating. It was not clear whether Sentry planned to do the same; the Board tasked Mr. Bell to provide the Board with a copy of the Sentry offer including the specifications for the Sentry rebuild. The Board also tasked Sentry to provide an offer for a new bulletin board at the entry to Shannons Landing Way.

A question was raised about whether members of the community could volunteer labor for such projects; the Board tasked Mr. Bell to research the Association's insurance policy to determine whether that policy liability provisions extend to members of the community beyond Board members.

E. ProGround Proposal

The Landscaping Committee had fielded a complaint from the lot owner of 6926 Hamilton Court, that water from the Association property behind her house floods her back yard from time to time. Through Sentry, the Landscaping committee informed the lot owner that the owner's yard has a depression between the patio and your fence; water will pond in that depression no matter what . . . The lot owner needs to fill that depression in and ensure that the yard is at least even with, not below the level of, the Association common property adjacent to the fence. The Committee also asked Professional Grounds, Inc., to develop a plan for replacing the mulch bed on Association property adjacent to the fences with a stone bed that would do a better job at controlling the water flow, in part by resolving the issue that the mulch washes down and dams the entrance to the underwater drain pipe at the southern end of the drainage system. In laying the stone bed, ProGrounds will propose scooping out a swale that will serve as a catch basin for water from the hill.

Professional Grounds subsequently submitted a proposal to deepen the swale from the storm inlet near 6920 Hamilton to 6930 Hamilton (approximately 150'). Debris would be hauled offsite. The swale would be approximately 3' wide. The area would be lined with Woven Landscape Fabric (secured using sod staples) and topped with 4 tons of #57 Gravel. The proposed cost: \$3,436.29.

Mr. Miller noted that the last Reserve Study earmarked reserve funds for erosion control projects of this nature. He therefore moved to accept the offer to be paid out of Reserve Funds rather than the operating budget; Mr. Farlander seconded. Passed unanimously.

VI. Towing

Ms. Mikhail reported that there are several cars which are parked in overflow spaces that never move. Several residents attending the meeting also reported continuing problems with commercial vehicles parked overnight in violation of the Association's parking policies. The Board tasked Mr. Bell to contact the towing company and ensure that vehicles parked in violation of Association policies are stickered with warnings that the vehicles will be towed if the violations continue.

VII. Executive Session and Closing

A. Mr. Miller moved to enter Executive Session, Mr. Dalton seconded. Approved unanimously.

B. Mr. Dalton moved to close the meeting; Ms. Mikhail. Approved unanimously.