

**CABOTS POINT CLUSTER ASSOCIATION
BOARD OF DIRECTORS' MEETING**

February 20, 2018

A meeting of the CPCA Board was called to order by President John Norton at the home of John Norton on February 20, 2018. Attending were Board Members John Norton, Steve Cristofar, John Hills, Gary Caley and Kate Sherwood.

New Business

- **MARK YOUR CALENDARS. Saturday March 17, 2019 at 10AM. Room reserved at the Reston Association.**
- Discussed website. Mike Savage is in the midst of converting the Cabots Point Cluster Website into a more easy to use tool that will allow the Board to keep more timely information on the site.

Old Business

- Minutes from December 13, 2017 were approved as proposed. John N. added a proposed amendment to thank Jill and Mike Norvell for the decorating the Cluster signs during the holidays. Steve moved accept the minutes as amended.

Treasurer's Report

- Finances are in good shape with over \$32,058 (as of January 31) in checking account, 115k in the reserve fund. With the reduction of cost in grounds, and minimal planting scheduled for the end of this year, we have an estimated surplus of \$1,200.
- Projecting a \$1,500 deficit for next FY19. Although its difficult to project accurately given variables in plantings and snow plowing.
- Will be a final cut of the budget at the beginning of March.

Ground Supervisor's Report

- We have lost many of the hollies from the drizzle and freeze cycles we have recently had. Kate believed they were still under warranty and will discuss with Greg, possibly offering to pay cost of materials to have them replaced.

Road Sidewalk and Homes

- Roads

- There is a great deal of "alligatoring" in the cluster (small spider cracks through the pavement). Our vendors have given some conflicting opinions about the effectiveness of crack sealing. Dominon advised that once cracking gets bad its better to replace.
- John H. thought the cracking wasn't too bad, and it would be worthwhile to try another sealing. Gary suggested we could also have them take out and replace sections of the worst pavement.

- Board agreed to hold from doing anything at this time. Felt that we may look at replacing specific sections in the meantime until attempting to replace the roads for the entire cluster.
- Steve asked if making the sloped areas of the cluster a rougher pavement / aggregate might help traction during snow. Gary thought that might be difficult to treat and plow.

- **Boat Docks**
 - There are still three mini-docks available. Contact a Board member if you are interested.
- **Snow**
 - There have been several small snows / ices which the snow vendor has applied ice melt and sand. John H. has been approving work as recommended, however its been difficult with the small snows, icing, rain and volatility in cold and warm weather.
- **Propane Tank**
 - Board discussed recent proposal from Tier 3 resident to install a propane tank for a gas insert. John N. obtained the RA standards for Fuel Tanks and Accessories. John N. suggested that the Board not oppose the proposal as long as the installation meets fire codes, and the tank be screened by structure or evergreen landscaping, and the structure be compatible with Cabots Point standards. Preferably under the deck if possible.
 - Resident had also received quotes from the Washington Gas company for running a natural gas line instead of propane. She had received a quote of \$7-12k.
- **Standards**
 - Steve had obtained digital copies of the Reston Association binder to see how the information could be used to improve the Cluster Handbook. The Board will be reviewing the information provided, along with best practices from other clusters, in an attempt to simplify our existing handbook.

- Social - None.
- Next Meeting – Immediately following the annual general meeting on March 17.
- New Business:
 - Discussed elections for upcoming general meeting. The three year terms for Gary Caley and Kate Sherwood are expiring and they are up for re-election. Both indicated they were willing to run for another three year term.

Meeting was adjourned at 7:42 pm.
 Minutes Submitted by John Hills