

**CABOTS POINT CLUSTER ASSOCIATION  
BOARD OF DIRECTORS' MEETING  
November 4, 2015**

A meeting of the CPCA Board was called to order by President John Norton at the home of Kate Sherwood on November 4, 2015 at 7:00 PM. Attending were Board Members John Norton, John Hills, Steve Cristofar, Kate Sherwood, and Gary Caley.

**Old Business**

- Minutes from Board meeting from September 22, 2015 were approved.

**Treasurer's Report**

- Finances are in good shape. All Q3 dues have been received, outstanding one late payment. Checking account balance is \$39,939, and cluster reserve fund \$74,800. \$12,800 contribution will be made in the remainder of this FY.
- There have been no volunteers to perform the reserve study. One quote has been received by a professional engineer to perform reserve study for \$2,400. The reserve study is a 5 year requirement to assess capital assets and reserve funding, which include roads and sidewalk, cluster docks, kayak racks and mini-docks.

**Ground Supervisor's Report**

- 2016 Cardinal contract has been received for \$19,510. Kate to discuss with Greg to ensure it includes all maintenance items required for 2016 prior to Board vote for approval.
- Completed work.
  - The flower bed at main entryway is done. Encore Azaleas have been planted on either side of the sign. Pansies will get replaced every 6 months (winter pansies will be replaced in summer). Kate suggested installing solar powered lights to illuminate the Cabots Point Sign. There was support from the Board; Kate to investigate pricing of hardware and installation.
  - Newly planted bay on Tier 3 will be removed at owners' request. Plants will be moved to other areas of the cluster.
- Proposed Work
  - \$1,692 to for Cardinal to landscape space between Cabots Point and SouthBay (in front of Jarvell's). Proposal is to add river stone (small stone) on curve along lower edge of sidewalk (to help spread water). Cardinal will plant liriopi, three oak leaf hydrangea, variegated liriopie (striped), topsoil and hardwood mulch. It has already been discussed with homeowners. Board voted and approved 5/0.
  - \$660 to remove brush from Tier 1-Tier 4, going down the road on the left. John H. also asked if the wooded area behind Tier 3 could be cleared of brush. Gary asked if the

wooded area between Tier 3/4 where leaves are dumped. Kate to get updated quote for approval.

- Other
  - Resident requested addition of a bench to the back of the main dock. The Board discussed but did not come to a conclusion. Would need cost proposal to move forward.
  - Kate to follow up with Cardinal on burying drains behind Tier 2 and Tier 3.
  - John H. asked if we had a plan to have Bonilla do an updated survey of the cluster, specifically to look at the two large deciduous trees behind 2159. Kate to follow up with Bonilla.

### **Road Sidewalk and Homes**

- It was noted that the newly installed Sidewalk down from Tier 3 has minor crack.
- Regarding stain, John N. suggested that some homes in the cluster appear not to be stained with the approved ABR. John H. agreed that some contractors are not using the ABR X-100, but instead are using a lighter stain (such as TWP). John H. was still in support of having alternate (lighter and darker) stains added to the Cabots Point palette to give residents more options. He was planning to attend the upcoming Reston sponsored covenants workshop to discuss with Reston Association and learn what other communities have done.
- Letter to residents who have painted fences. Board reviewed letter and agreed language. John to send.
- Parking continues to be a problem. Board reminds all residents that residents cars should be parked in garages. Guest lots should be reserved for guest parking.

### **Open Comments**

- **Social** - No social events planned
- **Next Meeting** - Scheduled for Wednesday, December 16, 2015 at the home of Steve Cristofar
- **New Business**: None

**Meeting was adjourned at 8:10 pm.**

Minutes Submitted by John Hills