

**CABOTS POINT CLUSTER ASSOCIATION
BOARD OF DIRECTORS' MEETING
November 29, 2016**

The regular monthly meeting of the CPCA Board was called to order by President John Norton on Tuesday November 29, 2016 at **7:00 PM**, at the home of Gary Caley. Attending were Board Members John Norton, Gary Caley, John Hills, Kate Sherwood and Stephen Cristofar.

OPEN COMMENTS

- None

OLD BUSINESS & COMMITTEE REPORTS

- The Board approved the minutes from Board meeting of October 25, 2016.

Treasurer's Report

- Checking account is in good shape, with approximately \$40k in account. This includes the \$12,800 upcoming reserve fund contribution.
- A Cluster resident is over 2 quarters delinquent on dues. Pursuant to the Cluster Bylaws, the Board has notified the resident that we have accelerated the payment due dates for Q3 and Q4. The collection process has been turned over to the Cluster attorney. Our attorney charges on a contingency basis which is 1/3 of the debt. The delinquent homeowner has not responded to any electronic or written mail. He currently owes in excess of \$1,200 which consists of the dues, late fees, court costs, and attorney fees. Court papers have been filed in Fairfax County court.
- All remaining Q3 dues (except as noted) have been paid.
- Grounds has spent \$16k out of a total budget of \$33k.
- The contract with AAA for Trash and Recycling pickup will be going up 4% in January. This is in accordance with the previously agreed upon rate increase schedule. This rate increase was postponed from December to January. The Board has previously questioned AAA about eliminating the previously instated "fuel surcharge" given the current price of gasoline.

Grounds Report

- Tier 4 resident has requested wooded areas above Tier 4 to be cleared; Cardinal will do on next visit. Residents have also complained about leaves around mailboxes. Kate asked if we wanted to add a third leaf removal to the contract (at \$1,450 a visit) for next year. Board discussed if it warranted a change in the contract, or if this could be done a-la-carte as needed.
- The contract has been signed with Care of Trees, however we do not yet have a date for the work; it will be done this winter.
- Kate suggested, that we may want to contact Bonilla for an overall plan on Cluster wide tree trimming late winter / early spring.

- 2017 Cardinal landscaping proposal is \$20,335, an increase of \$825 over 2016 (\$19,510). This contract is for a similar scope of work as 2016, but includes maintenance of several new beds.
- Pending for Spring:
 - Additionally, Care of Trees vendor had recommend application of entomosporium leaf spot treatment to 4 cherries in the Spring to take care of fungus which causes leaf spots - \$425 for each of the 4 trees. This would include fertilization of the trees. Board deferred decision on this work.
 - Vendor recommended removing the ivy within a 6 foot radius of trees, which Cardinal will do. Work also deferred.
- John H. has contacted Perfect to solidify snow removal contract for upcoming winter. They will continue to service our roads at previously agreed rates.

Roads Sidewalks and Homes

- John N. and Gary have secured the floating dock with materials from Home Depot. They were able to purchase and install two galvanized pipes to replace the pipes which had previously rusted out.
- John N. has not received any feedback from Dominon paving regarding the estimates for crack sealing. This work will help prolong our roads.
- Gary agreed to find a contractor to replace several signs in the Cluster that are peeling and cracking.

Social

- Gary still looking into organizing a progressive dinner for the holiday season.

Other

- **None**

NEW BUSINESS

- **None**

MEETING CLOSE OUT

- Date/location of next Board meeting: To be held at the home of John Norton on Tuesday January 10, 2017.
- Steve asked for Budget calls - any estimates for new fiscal year. At the beginning of December / January, Steve will reserve the meeting room for the 3rd or 4th Saturday in March.

Meeting was adjourned at 8:15 PM.

Minutes Submitted by John Hills