

SPRINGFIELD STATION HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S QUARTERLY MEETING
18 OCTOBER 2022
MINUTES OF MEETING
www.springfieldstationhoa.org

CALL TO ORDER

The fourth quarterly (Q4) meeting of the Springfield Station Homeowners Association (SSHOA) Board of Directors (BoD) meeting was called to order at 6:06 pm, October 18, 2022.

1) Attendance

Attending SSHOA Board Members: John Giuliani (President); Geoffrey Ballou (Treasurer); and members-at-large: Jim Klein, Manny Pablo, Rick Kenney, Trudy Stellar, Taylor Chasteen, Vicky Johnson, Dan Germain, and Anwar Zzaman. Chuck Brackett was absent. The meeting was held on Google Meet due to the ongoing coronavirus pandemic.

2) Approval of Minutes

Motion: Moved by Jim Klein and seconded by Trudy Stellar, followed by unanimous approval of the minutes of the previous Q3 SSHOA Board meeting on July 13, 2022.

REGULAR BUSINESS

3) Financial Report

- 3a) Geoffrey Ballou reported that there was little change from the financial report he presented at the Q3 BoD meeting, July 13, 2022, except for a payment to Premium for lawn services.
- 3b) Delayed capital improvement action to seal the paths. John Giuliani estimated it would be \$4000 to \$5000. Also, upcoming major expenses will be to repave the path and replace tot lot equipment. These costs need to be researched.
- 3c) John Giuliani will redo the multi-year budget projection using 5% annual inflation increase for yearly operating expenses and the Capital Improvement Fund. This needs to be done for the Q1 meeting in January to set the annual dues for 2023.

4) Dues

4a) Dan Germain said there remain 6 people have not paid their dues. He will check in PayPal to see if they used that. The question was raised as to whether we need to get a lawyer to work out overdue incidents. No action was taken at the meeting, but is something to consider.

5) Insurance

5a) Reminder note here: Dan Germain needs to ascertain that the D&O insurance is in place and will be billed regularly on a yearly basis. (Leftover issue from Q3 BoD Meeting).

6) Sport Court

6a) The simple digital lock on the gate to the sport court seems to be working after attaching a chain from the lock to a fence post to prevent removal of the lock.

6b) Dan Germain trimmed the trees on the east side of the sport court and Geoffrey Ballou said he would dispose of the limbs. There is a little more work to be done by the Sports Courts.

6c) Jim Klein sent out a proposal for signs on the sports court. It is estimated that this will come to around \$200 w/tax. They will be attached with bolts.

[Motion: Moved by Manny Pablo and seconded by Vicky Johnson, followed by unanimous approval for spending up to \\$200 with tax for the sport court signs.](#)

7) Landscaping Common Areas

7a) There is one more tree to get cut on community land behind Cuttermill Place. Dan Germain will work with Ty Nguyen of Stump T company to make this happened. See item (9) for a further discussion of this area behind Cuttermill Place.

7b) There are multiple drainage issues around the Sport Court: (i) One is between the walking path and the court fence on the west side of the sport court; (ii) a second one at the north west corner of the sport court where there is a storm drain past the curving path; (iii) and the third one, where severe pooling occurs during rain, is between the sport court and 8724 Arley Drive.

7c) Jim Klein presented a bid from Premium for landscaping to correct these problems.

Discussion led to consideration of the Premium proposal for the first two problems in (7b).

Taylor Chasteen noted that the first area contributes to the pooling in the third area.

[Motion: Moved by Dan Germain and seconded by Taylor Chasteen, followed by unanimous approval for acceptance of items #3 \(“grading”\) and #4 \(“drainage”\) of the Premium proposal addressing the first two areas at costs of \\$1,168 and \\$1,275, respectively.](#)

7e) Regarding the third area where severe pooling occurs, Jim Klein has contacted VDOT to see if the HOA can have a hole drilled through then curb near the streetside storm drain between the sport court and 8724 Arley Drive. A pipe from an underground drain in the pooling area to the outlet in the curb will allow drainage. The idea was suggested by Elite lawn maintenance whom Jim also contacted. The argument to VDOT is one of safety for the water pooling in this area can cover the sidewalk and freeze over during the winter, while the sidewalk is heavily used by children going to and from Hunt Valley grade school. The SSHOA will need to pay for the work with an estimated cost of about \$2,500.00. This issue will be worked later once we get a response from VDOT.

8) Paths and Stairs

8a) The steps by Aquary Court are very slick due to moss. Jim Klein is going to use a chemical to get rid of the moss. The question arose: do we need to get the steps redone professionally.

John will look into it. Manny Pablo mentioned that redoing these steps could be an Eagle Scout project.

9) New Business

9a) There was much discussion on who owns the land behind the property lines of the houses on Cuttermill Place. Pablo Manny said this land was deeded to the SSHOA by Fairfax County when it was decided not to put the parkway there. Manny understands that the HOA can take down a tree in common areas in case it would endanger houses, but not take it away. There is an easement/right of way for utilities in the common area behind Cuttermill Place.

9b) There are people who live on Cuttermill Place and have been extending their yard into space within the common grounds behind their house. A letter should be sent to respect their property limits and be mindful that this area behind the houses along Cuttermill Place is an SSHOA common area.

10) New 2023 Board Roster and Tentative 2023 Schedule

BOARD DIRECTORY	KEY DATES
<p>Rick Kenney (President) rmcsk1@gmail.com Geoffrey Ballou (Treasurer) geoffreyballou@gmail.com Vicky Johnson (Secretary) mcinjohn@cox.net Dan Germain (Web Master & Registered Agent) jgermain@gmail.com (Members-at-Large) Jim Klein jimeklein@gmail.com Chuck Brackett chuckbrackett@hotmail.com Taylor Chasteen gctmajor7@aol.com Trudy Stellar tstellar@verizon.net Manny Pablo fredpablo@cox.net John Giuliani jngiuliani@cox.net Anwar Zzaman zamann@gmail.com</p>	<p>Q1 BoD Meeting – Jan. 17 Q2 BoD Meeting – Apr. 18 Annual Dues letter mailed to homeowners Apr. 30 – May 7 Spring Cleanup Day – Saturday, May 13 Payment deadline for annual dues – May 31 Q3 BoD Meeting – July 18 Annual General Membership Meeting – Saturday, Sep. 16 Q4 BoD Meeting – Oct. 17</p>

ADJOURNMENT

Motion: Moved by Vicky Johnson and seconded by Dan Germain to adjourn the meeting at 7:15 pm.

Respectively submitted
 Vicky Johnson and John Giuliani