

Birchfield Woods Cluster Association
Board Meeting Minutes
October 21, 2003

The following individuals attended the meeting:

James Juran, President

Dick Fagan, Board Member

Julie Schoenman, Board Member and Treasurer

The meeting was called to order at 7:40pm by President James Juran.

The minutes for the previous meeting were reviewed. James noted a necessary correction to make clear that the trees at 1627 Poplar Grove Dr. were cut down at the request of the owner. He recommended that the descriptive term for the trees in "bad shape" be changed to "presenting a possible hazard".

The minutes were approved with the above noted correction.

Finance report: Julie said that the late fees she addressed were wrong and had been corrected. She also noted that there were not many homeowners remaining who were delinquent on payments.

Invoice from Blade Runners: Julie judged that the price they were asking was reasonable. She will notify Koger to pay.

Review of the street light situation: James explained that there is a break in the circuit near Julie's house which powers lights within the inner circle. As a result, approximately one half of the lights within the inner circle are not functioning. An electrician was here to trace and locate the break. The options he offered were to trace and locate the break. This will cost approximately \$1400. The disadvantage of this course is that if the break is underneath anything, such as trees, we will have wasted our money, as the line will likely suffer a break again. He suggested running a new line. Two electricians offered a bid on installing a new line. One asked for \$3,000 while the other asked for \$2,460. Per James, knowledgeable people consider both bids high. A proper price would be around \$1,500.

Both electricians suggested running a new line through a conduit. This would offer greater protection and would not have to be buried at a great depth. James noted that other commentators on the Web have said this would be overkill. James still favors the use of a conduit because there would be less chance of the line being disrupted by growing things. James thought we should call a third electrician to see if we can get a lower bid. James noted that one of the two electricians had already made a bid to replace the bulb in the one burned-out streetlight for \$375. James would like to go with one contractor if possible. Julie suggested we authorize spending \$3,500 for the job.

James mentioned that the painting of the light poles would be expensive because all must be sanded and treated for rust. Julie thought we should be able to do the painting ourselves.

Retaining wall: A preliminary report from the engineer said that the timber wall design is a good design. The soil behind the wall is good because it is not sand. The surface of the wall is in relatively good condition. A negative factor is that there is no drainage system for the wall. He suggested cutting back the trees near the wall. He also suggested installing some relief drains. In addition, he suggested spiking some loose timber, adding some tie backs and some clay near the top of the wall. If these steps are taken, the engineer thought the wall could last for some time. James said the engineer had not yet provided an estimate as to how much this all would cost.

Status of Trees: James brought up the insurance claim for tree damage during Hurricane Isabel and wondered if we should continue this insurance coverage. James said there was about \$500 worth of debris to be removed from the cluster. He had not yet decided on filing a claim, but thought it would be worthwhile. He said it should not affect our premium. We should talk to the agent about what impact it might have on the premium. The other option is to consider whether we want to continue this insurance. Is it worthwhile for this small risk alone? James said he would talk to the insurance company about filing a claim.

Application for a Screened Porch: James had the forms, which needed to be signed by three Board Members. This was done at the meeting.

Preliminary Audit Report: James and Julie will review this in detail at a later date.

Draft of Revised Disclosure Packet: James asked that we review and provide any suggestions we might have. We should seek to get preliminary budget figures for the annual meeting.

Trash Removal Contract: James noted that we already have a proposal from American Disposal Service. Julie suggested we investigate what difference it will make to go to a once-a-week pick-up, and how much money this might save. We need a volunteer to pursue this with other companies.

Date of Annual Residents' Meeting: James suggested we try to schedule the meeting on Thursday, March 18th, 2004, or on the 24th, the following Wednesday. He suggested we try to arrange for a 7:00 – 9:30 PM time period. Dick will check with the Neil Armstrong School to see what date might be available.

Reston Cluster Coalition meeting: James noted that he had attended a meeting of the Presidents of various Reston Clusters. He said it appeared to be a reasonable group which might prove to be a useful resource for the exchange of information.

Post Office Box: Julie raised this question of whether we want to retain the Post Office Box. James suggested we retain it until all business was transferred.

Dick volunteered to ask the police about additional patrols in the traffic circle because of vandalism.

Next meeting: Tuesday, 18 November, at James' home.