

Wainwright Cluster Association
Board of Directors Meeting Minutes
July 8, 2014
www.wainwrightcluster.weebly.com

Attendees: Mark Waddell, Heather Robertson, Tom Kamstra, Dick Benjamin, Damien DeAntonio, Erick Osman, and Wendy Quaye.

Meeting convened at 7:36pm at Heather Robertson's house, 1741.

A motion was made to approve the June meeting notes, which was seconded and approved.

Financial Director's Report:

\$53,985 in checking, \$15,981 in CD, and \$1500 in arrears.

Old Business

1. **Drainage Works.** The final proposal was \$3,745 to extend the length of the drainage by approximately 35 feet to meet the necessary grade for proper drainage. An extension of the warranty to 2 years was agreed upon with the extended price. The revised quote was motioned for approval, seconded and approved.
2. **Tree Work.** The tree work between the middle and upper cluster was more extensive than agreed upon with the service provider, which was only to clear the leaner trees...this opens up the old playground area substantially, even though this amount of work was not extended. The pine trees in the lower cluster was removed as agreed. The total revised quote received was \$2700, which is less than was approved last month. There is still one more tree in the lower cluster, behind 1717, that Wainwright Cluster is continuing to petition RA that this is their responsibility to remove.
There was a mishap during the lower cluster tree removal, which resulted in a branch falling and hitting the lower cluster carport causing some damage. This was fixed immediately by Reston Tree Experts.
3. **New Trees.** Cardinal has proposed two tree replacements for the lower cluster, one red bud and one willow oak, for a total price of \$360, which includes a guarantee for 2 years. A concern was raised about the timing of the proposed trees, and a motioned for approval was received and approved pending the research about the timing...potentially delayed until the fall.
4. **Lights in cluster.** Eric invited Dylon Electric, but the vendor did not seem interested until we provided the wiring diagram and we did some exploratory digging to expose the condition of the conduit and wiring. The type of light we want to explore is called a Dark Skylight. Damien has agreed to continuing searching for the wiring diagram. We also need to find a lighting consultant, Tom will attempt to find one, including Peter Barna. Heather will also contact Wallach Electrical to see if they provide design consultants.
5. **T was informed.** Mr. T was informed that he is no longer retained by the Wainwright Cluster. He has not been seen since.

New Business

1. **Landscaping contract.** A suggestion was raised by a board member to ask Cardinal to include a maintenance of a few flower/mulch beds a part of their routine services. Mark will raise the idea with Cardinal
2. **1701 landscaping.** Ken has proposed some additional perennials on the cluster property near 1701. He has submitted a formal proposal, which was reviewed by the board members, motioned and approved.
3. **1713.** Several written complaints have been submitted to Reston Association about the deteriorating condition of 1713. The Board has received copies.
4. **Concrete Nova Foam sidewalk work.** We received a proposal to inject a foam material under the sidewalks in identified areas, but it included some work to be done at private homes. We are waiting for a revised quote and the board recommends comparing these prices to simply replacing the sidewalk.
5. **Traffic Safety.** Damien did research about traffic safety on Wainwright. VDOT will come out to research the need to put signage about parking too close to the pedestrian crosswalks . A request must be submitted by the Cluster Management to our District Supervisor if we want to consider adding speed bumps or some other control to reduce traffic speed, including a traffic study, and a task force to review any proposals received. Board would like to explore this option with other nearby clusters. Damien will draft the initial request.
6. **Time to update email list.** Dick will include a request with the next quarterly bill for residents to update their emails.

Mail

1. 1711 will have some temporary storage pods placed in the parking lot as they are planning on moving soon.

Open Forum

1. None.

Closed Session

Next meeting will be September 9, 2014 at Tom Kamstra's house at 1753.

A motion was made to adjourn the meeting. The motion was seconded and passed. The meeting adjourned at 8:47pm.

Any questions may be sent to President Mark Waddell at markw83@verizon.net

Respectfully submitted,
Heather Robertson