



NEWSLETTER JANUARY 2002

RESULTS OF THE ANNUAL MEETING

The Annual Meeting of the Hunters Green Cluster Association was held on Tuesday, December 4, 2001 at the Reston Community Center. Twenty-eight households were represented. The two primary items on the agenda were the annual budget for 2002 and the election of new directors. The members in attendance voted to approve the budget as proposed by the Board of Directors. Annual dues for 2002 will be \$750.75. Members can pay their annual dues in full by February 28, 2002, or alternatively, can elect to pay their dues in quarterly installments of \$195.00. The quarterly installment plan includes service fees that total \$29.25 during the course of the year. Refer to the information notice on the last page of this newsletter for details.

In the elections, Matt Egan and Bill Holmes were elected by acclamation to three-year terms. The Association's Board of Directors for 2002 and their terms and responsibilities are as follows:

<u>Director</u>	<u>Office and Responsibility</u>	<u>Phone Number</u>	<u>Term Expires</u>
Bob Deans	President	703-391-1579	2003
Katharine Hunter	V.P. for Grounds Maintenance	703-476-9095	2002
Amy Brown	V.P. for Services	703-860-1325	2003
Matt Egan	V.P. for Trees & Natural Areas	703-476-9215	2004
Bill Holmes	Treasurer & V.P. for Finance	703-758-2580	2004

The Board of Directors can be contacted at their home phone numbers shown above, or alternatively can be sent e-mail by using a period between the person's first and last name and sending the message to the domain: HuntersGreenCluster.org (e.g., Bob.Deans@HuntersGreenCluster.org). The Board as a whole can be e-mailed by sending a message to Board@HuntersGreenCluster.org.

Details about the Annual Meeting can be reviewed by reading the draft minutes of the meeting, which are posted on the Cluster's website at www.HuntersGreenCluster.org

CHRISTMAS TREE COLLECTION

Wednesday, January 9 will be the last of the special collection days for picking up and recycling Christmas trees. Please remove all decorations and tinsel from the tree before placing it at the curb. Trees can also be put out on any regular trash pickup day after January 9.

CLUSTER WEBSITE AND E-MAIL POSTINGS

A reminder for residents – and perhaps new information for non-resident owners in case you didn't pick up on it on the front page.... the Cluster has had a website at www.HuntersGreenCluster.org since last March. You can find a wealth of information there including any late-breaking news and all relevant Association documents. Additionally, the Board has requested e-mail addresses from all homeowners and residents so that the Board can advise you quickly with late-breaking developments or news of interest. You can register your e-mail address with the Board merely by sending a message to Board@HuntersGreenCluster.org. The Board can capture your e-mail address from your message header.

The Board will send a "broadcast" test message on January 15 to everyone for whom we have an e-mail address. If you do not receive the message, it means we do not have a working e-mail address for you.

BOARD'S WINTERTIME ACTIVITIES

While there may not be too many outside activities to observe during the cold season, the Board will be busy planning grounds repair and maintenance projects during this period. The objective in this is to be able to "hit the ground running" after the last thaw and at the beginning of the spring growing season. The Board welcomes residents' participation in these activities. Residents are encouraged to identify grounds maintenance needs that they feel should be addressed. Nominations for such projects should be placed in writing and presented to the Board so they become a matter of record.

In respect to participation in the Board's activities, homeowners and residents are reminded that all Board meetings are open to you. Board meetings are not held on a fixed calendar basis, but are scheduled subject to the call of the President. Whenever a Board meeting is first scheduled, an announcement to that effect will appear on the home page of the Cluster website. The Board will also use a broadcast e-mail message to notify everyone for whom the Board has an e-mail address. Lastly, you can request to be notified by USPS mail or a phone call by tendering a written request [once a year] to any member of the Board.

IMPORTANT CLEANUP REMINDER

In the November 2001 newsletter, the Board asked all homeowners and residents to remove any structures, piles of firewood, or other personal items from common ground areas behind their houses. It doesn't appear that too many residents have taken this to heart. You now will have till the end of January to do this voluntarily. Come February, the Board will send letters to those who need to take immediate action. Failing that, the Board will have a contractor remove the items from the common ground, and will assess the homeowner the cost of labor and disposal fees.

If you feel you have a situation that warrants special consideration, contact any member of the Board.

NEW TRASH COLLECTION CONTRACT SIGNED

A new 5-year trash collection and recycling contract has been signed with AAA Trash and Recycling Co. The new contract has a very nominal rate increase over what we paid this past year, but freezes the new contract rate for the next four years. Collection days will remain the same. All trash should be placed at the curb prior to 6 am on the collection day. Residents should take note of the following contract specifications with regard to items other than regular household trash:

Recyclables will be picked up once a week [on Fridays] and must be separated from normal household trash. Newspapers and magazines must be bundled in paper grocery bags or tied with heavy twine. Glass, aluminum, and ferrous metal food cans should be rinsed out and placed in separate bags, cardboard boxes, or AAA recycling bins. Glass should be separated by color (clear, green, amber). AAA will provide one recycling bin per townhouse unit when requested by the occupants. All recyclables must be at the curb by 6 a.m.

Brush to be collected should be cut into four foot lengths with limbs no larger than six inches in diameter. Brush should be tied in bundles no larger than two feet in diameter and placed on the curb. A handling charge will be assessed to any individual homeowner who places more than five bundles of brush on the curb for any single pickup.

Furniture and other large, non-metal household items placed at the curb will be picked up at no extra charge. Ferrous metal/white good items, such as appliances, will be picked up with additional billing to the individual homeowner. Prior notice is requested when any large items are to be disposed.

The following items will not be collected: rocks, soil, sod, tree stumps, paint, motor oil, construction trash, combustibles, toxic or hazardous wastes, or any other material excluded from the landfill or disposal site, or by any applicable state or federal law, as being hazardous or toxic.

Please take special note of the last paragraph above. Homeowners can be fined by the County and/or held legally liable for damages resulting from improper disposal of combustible, toxic, or hazardous waste. If you have questions regarding what is classified as hazardous waste, consult the following web page from the County's website:

http://www.fairfaxcounty.gov/gov/dpwes/trash/disposal_hhw.htm .

IMPORTANT INFORMATION ABOUT DUES ASSESSMENT AND PAYMENTS

Enclosed with this newsletter is your statement for the first quarter Cluster dues. At the Annual Meeting of the Cluster Association held on December 4, 2001, the membership voted to adopt the 2002 budget that had been proposed by the Board of Directors. You can pay your dues using either one of the two payment plans:

(1) Annual dues will be set at **\$750.75**. You can choose to pay your annual dues (i.e., \$750.75) in full lump sum any time up through **February 28, 2002**.

(2) You can elect, instead, to make **quarterly payments of \$195**. These payments will be split and classified on your billing statements as follows:

1st Quarter Installment, due January 1, 2002: **Dues = \$195.**

2nd Quarter Installment, due April 1, 2002: **Dues = \$185.25 plus a Service Fee = \$9.75.**

3rd Quarter Installment, due July 1, 2002: **Dues = \$185.25 plus a Service Fee = \$9.75.**

4th Quarter Installment, due October 1, 2002: **Dues = \$185.25 plus a Service Fee = \$9.75.**

You should notice that the four quarterly installments each total \$195, as was approved by the membership at the annual meeting. If you have questions or find this confusing, please contact Bill Holmes, Cluster Treasurer, at 703-758-2580 (or fax 703-758-5552). If this statement should be sent to a third party or to a different name or address, please mark the appropriate changes and return it by mail.

Remember, that if you choose to use the quarterly installment plan, each quarterly installment is due and payable as of the first day of the quarter. You have roughly a 90-day grace period during which you can make your payment. However, your payment must be either (1) postmarked by the last day of the quarter or (2) received by the Treasurer prior to midnight on the last day of the quarter, in order to avoid assessment of a late fee and interest. Homeowners who do not pay the full amount of their annual dues by February 28 will be assumed to have elected to use the quarterly installment plan.

Need a wake-up call? Were you assessed a late fee and interest for a late payment last year? Perhaps you should take advantage of the Board's "wake-up service." If you are one of those homeowners who customarily pay their dues just prior to the deadline, but sometimes you lose track of the date, you can request to receive a "reminder call" near the end of the quarter. For legal reasons, we cannot call you unless you first request to be placed on the "call list." All it takes is one phone call to the Treasurer at the phone number above. Additionally, homeowners who have provided the Board of Directors with an e-mail address will receive reminders toward the end of each quarter. Reminders will also be posted on the home page of the Cluster website at www.HuntersGreenCluster.org.

This first billing of year 2002 is being sent to all homeowners via USPS because some homeowners may be on vacation or are having their mail held or forwarded by the USPS. Billings for the remaining (2nd, 3rd, and 4th) quarters will be hand-delivered to the mailboxes of resident homeowners and sent by USPS only to non-resident homeowners or their billing addresses. Please note that homeowners who elect to pay their annual dues in lump-sum before February 28, 2002 will not receive billing statements for the remainder of the year.