

**Fairlington Mews Council of Co-owners  
Minutes, Board of Directors Meeting, October 23, 2007  
4830 S. 31<sup>st</sup> Street**

**Call to Order/ Attendance/ Quorum**

The meeting was called to order at 7:07 PM by president Fern Birtwistle. Quorum was established.

In attendance were board members Julia Claypool, Tonya Dodge, and Tami Anderson in addition to Ms. Birtwistle.

Also present were Lori Olivas, Landscape Committee, and the following co-owners/ residents:

Diane Ruddy	3608 S. Wakefield Street
Rodger Bailey	3452 S. Wakefield Street
Sharon Webster	3520 S. Wakefield Street
Judith Guerny	4654 34 <sup>th</sup> Street South

Manager Steve Navar of Legum and Norman was present.

Tom Corbin recorded the minutes.

**Homeowners' Forum**

Co – owner Diane Ruddy (3608 S. Wakefield) reported water in her basement from her tenant watering newly planted landscape items. (Her unit was one that flooded during the June 2006 storms.) A plumber checked for pipe leakage and/ or faucet problems and found nothing. He reported that he thought the cause of the problem was that the soil had not been properly compacted against the foundation when landscape items were removed and new ones installed. He said water was following the decaying roots of removed shrubs to the foundation. Ms. Ruddy requested that board/ management inspect and correct the problem. She did not request funds for interior repairs resulting from the water damage.

Co – owner Rodger Bailey (3452 S. Wakefield) had talked to personnel at U.S. Sewer and Drain who said it was possible to inspect the “stack” pipe in units and to reline it if there were cracks at a cost of \$400.00 per inspection, with 3 or more inspections lowering the inspection cost to \$300.00. The company would use a lift to inspect the pipe through the roof. Repair, if needed, would cost \$4, 000 +. Contact for this inspection is Dave Aisanault.

Co –owner Tom Corbin inquired (a) if any regular inspections were being made of sewer pipes which had not been relined. He noted that he had read in other association newsletters where there were routine inspections/ reminders in other associations for root treatment and clean outs. (b) He recommended an announced clean out of all gutters this fall and a reminder to residents to leave patio gates open so rear gutters could also be checked. (b) He inquired about what happened to the “electronic voting” resolution which the board passed on June 5, 2007 with no follow up to residents.

### **Board Response to Homeowners**

- Manager Steve Navar is to contact professional water penetration personnel to check on the leakage problem at 3608 S. Wakefield Street.
- Board cannot act on “stack” pipe information at this time, but resident Sharon Webster will contact interested co-owners to see if they are willing to participate (at their expense) in such an inspection as described by Rodger Bailey. Co-owner Judith Guerny will write a notice for the next newsletter seeking participants in this pilot project.
- Board requested Steve Navar to coordinate a community-wide gutter clean out with maintenance contractor Leslie Engleking. Dates will be published in the next newsletter for mid – November work.
- Board requested Steve Navar to request immediate, close inspection and clean out of known gutters where leaf build up is a seasonal problem
- Board requested Steve Navar to coordinate work to insure that all sewer lines which have not been relined be inspected and maintained to prevent back up problems.
- Ms. Birtwistle said that the board had not properly followed up on the “electronic voting” resolution of June 5, 2007.

### **Approval of Minutes**

The board approved the minutes of the September 25, 2007 meeting as submitted. **Board Action - Approved 4 – 0.**

### **President’s Report**

Ms. Birtwistle reported the following:

1. She had researched the components of the rat poison at the dog run area (west of intersection of S. 34<sup>th</sup> and 36<sup>th</sup> Streets) and determined the compound to be an “anticoagulant rodenticide”. She requested Mr. Navar see that (a) the chemical compound name, (b) pesticide company phone number, and (c) poison control phone number be posted in “day glow” colors on each trap. This has been an on-going concern since summer, 2006.
2. Annual meeting quorum was reported as 51.985 % of co-owners responding. Motion was made by Ms. Dodge and seconded by Ms. Claypool to adjourn annual meeting with ballots/ proxies to be stored by management for 90 days. **Board Action – Approved 4 – 0.**
3. Ms. Birtwistle reported resident’s concern about “mice”. Pest control personnel reported “no infestation” of mice in area named.
4. Ms. Birtwistle presented pictures of a section of the anchor fence along King Street and near the intersection of S. 34<sup>th</sup>/ 36<sup>th</sup> Streets where repairs are needed to correct unsightly broken/ dented rusted areas and requested that Mr. Navar contact Long Fence for estimates to make needed repairs. Mr. Navar is to email repair estimates to board members ASAP for action. Ms. Olivas said that the King Street area fence had been brought to management’s attention earlier as it had been caused by utility work in the area, but there had been no response from management.
5. Ms. Birtwistle reported on the roofing repair project to be completed by Simpson Unlimited, Inc. (Steve Hiner, manager). Exact times for completion have not been established although Ms. Birtwistle reported that Mr. Hiner said he had originally

planned the work for November, not an earlier time as previously reported. There is difficulty in obtaining Buckingham (Virginia) or Vermont slate. David Fyffe of Seal Engineering needs to “sign off” on the slate and exact specifics will be known by Monday, October 29, 2007. Ms. Birtwistle recommends “Welsh” slate because of its “hardness” as an “S-1” slate with a life expectancy of 80 – 125 years. Ms. Claypool reminded the board that board members never saw the slate specifications before the project went out for bids.

### **Treasurer’s Report**

There was no formal Treasurer’s Report. Ms. Claypool said the board needed an interim audit report for management change purposes (Ms. Birtwistle will follow up with request to Goldklang.) The association did not receive a monthly statement from Leslie Engleking for routine maintenance repairs.

### **Committee Reports**

#### **1. Landscape Committee**

Ms. Olivas reported the following items: (a) Committee meeting held October 5, 2006 with 5 residents in attendance; (b) Association has spent \$2,600 of the \$6, 000 appropriated for emergency grounds watering by Environmental Enhancements; Committee had received positive reaction from watering guidelines distributed to community.

Request of \$4,690.00 for fall planting by Environmental Enhancements **Board Action – Approved 4 – 0**

Request of \$2,000.00 for completed tree removal/ pruning by Don Hook Tree Services **Board Action – Approved 4 - 0**

Ms. Claypool said that the board was not willing to approve more watering funds at this time, but would reassess at the November meeting further watering needs.

Ms. Olivas reported the number and individual cost of brass number plates for patio gates needed as replacements (as counted so far) throughout the association, but the board took no action.

#### **2. Newsletter**

There was no request from the president for a newsletter report although newsletter representative was present.

#### **3. Recreation Committee**

There was no request from the president for committee report. No committee personnel were present.

### **Board Actions/ Management Report**

- **Snow Removal** Approved snow removal contract (for time and labor) with Somerset Landscape Company. **Board Action – Approved 4 – 0** Contract cost is the same as last year (no dollar amount given); removal work to begin with two (2) inches of snowfall; sand/ environmentally safe ice melt on sidewalks at management’s direction. Company to correct spelling of association name in contract.

- **Apartment Building Door Painting** Ms. Dodge reported that for the time being painters needed to match the current molding color in painting the door surrounds. She suggested a new, complimentary color for the doors. A notice will be published in the upcoming newsletter seeking residents' help in making door color selection. The apartment building hallways are scheduled for total painting in 2013. The carpets in the hallways have not been cleaned as previously approved at the September 5 board meeting.
- **Cement Sidewalk Repairs Estimate** The proposal of \$27,000 for sidewalk repairs needs to be broken down by court/ unit numbers. There are no "specifics" as to where the work is to be done in the current estimate.
- Mr. Tony Rouhani will be CMC portfolio manager for Fairlington Mews.
- CMC will hold a public meeting in early February 2008 for Mews Co-owners at a time and place to be announced.
- A December board meeting with new manager/ management company will be announced.
- Next scheduled board meeting date is November 27, 2007.

The board meeting was adjourned at 9:02 PM.

Respectfully submitted,  
Tom Corbin