

**Fairlington Mews Council of Co-owners
Minutes, Board of Directors Meeting, September 25, 2008
Fairlington Community Center**

Call to Order/ Attendance/ Quorum

President Tami Anderson called the meeting to order at 7:02 PM. Quorum was established.

In attendance were Manager Jason Eglin, and board members – Tom Corbin, Seth Low, and Ron Patterson. Julia Claypool was absent.

Lori Olivas and David Biette, representing the Landscape and Recreation Committees respectively, were present in addition to the following residents: Judy Gurney (4654 34th St. S.), Stephen Irmo (4634 34th St. S.), April & Greg Myer (4658 34th St. S.), and Rodger Bailey (3452 S. Wakefield St.).

Approval of Minutes

Motion by Mr. Patterson, with a second by Mr. Low, to approve the August 28 minutes as submitted. **Approved 4 – 0.**

Homeowners' Forum

1. Co-owner presented photos of recent drainage issues resulting from Hurricane Hanna. He reported non-functioning drains in front of his unit (4634 34th St. S.) and cited his recollections of previous drainage work done in Court 9. He also reported loose bricks on his stoop and standing water in his parking space after rains.
2. Co-owner reported concerns about recent drainage issues in front of her unit (4654 34th St. S.) and in front of the neighboring unit (4652 34th St. S.)

Response: Ms. Anderson replied that she had talked with the owner of 4652 34th St. and was aware of the possible problem with the window well there and the recent flooding. She recommended that the board first solve the existing problem before taking on further study of Ct. 9 drainage issues. She noted that Mr. Corbin had researched the history of that court's drainage issues and had presented his findings to the Board prior to this meeting.

Response: Mr. Eglin responded that Dwyer Plumbing had found a collapsed drain pipe and problems with previous installations and pipe sizes. He recommended replacing the defective pipe with a six inch pipe encased in gravel.

3. Co-owner reported leakage in the lower level of his unit on the north wall. He also reported rotten wood on his stoop. He requested a sight inspection by management. Mr. Eglin will make a visit to the unit.

Officers' Reports

President's Report – Ms. Anderson thanked Tom Corbin for the maintenance of the association bulletin board, in addition to commenting on the opening of the newly installed "tot lot" equipment, and the painting/ wood replacement in Courts 1 – 6. She wants to establish a meeting with court representatives and reminded the Board that a representative from Morgan Stanley is scheduled to address the Board at its next meeting.

Secretary's Report – Mr. Corbin reported that he had learned association counsel Pete Philbin was available for an “educational” presentation to the board. He will follow up on this in terms of cost/ availability. He also reported the next newsletter would be out in October and that he had updated the non-compliance patio list and sent it to management.

Mr. Corbin also reported that Margaret Windus, board member of Fairlington Glen, had recommended a digital archivist for recording association records. Mr. Corbin will follow up.

Treasurer's Report – There was no report, but Ms. Anderson stated that the assumed budget deficit for FY 08 was \$32,000, but the actual deficient was \$6,000. She thanked Ms. Claypool for the summary report of the FY08 budget.

Committee Reports

Landscape Committee – Ms. Olivas requested the expenditures of \$730.00 to Environmental Enhancements (EE) and \$3,253.76 to Merrifield Garden Center (MGC) for landscape needs. Motion made by Mr. Corbin to accept proposal with a second from Mr. Low. **Approved 4 – 0.** Up to \$2,500.00 to MGC is to be spent for pool house landscaping.

Motion made by Mr. Low with a second from Mr. Patterson to accept Environmental Enhancements 3-year contract renewal proposal for \$54,625.29. **Approved 4 – 0** with amendments (TBA) to contract specifications which will incur no additional costs according to Ms. Olivas. Ms. Anderson said the costs increase was in line with budget projections.

Ms. Olivas requested \$100.00 per month (not to be carried from month to month) to spend for emergencies, such as limb removal. Motion made to accept by Mr. Low with a second by Mr. Patterson. **Approved 4 – 0.**

Ms. Olivas recommended removal of holly tree at 4642 34th St. at request of owner for \$550.00 by Don Hook Tree Services. Motion made to accept by Mr. Low with a second by Mr. Patterson. **Approved 4 – 0.**

Ms. Olivas reported cracks in the recently installed window wells in Court 1.

Recreation Committee – Mr. Biette had no formal report but reviewed previous requests for installation of “pool lane” sign (to include tot lot identification) and installation of street numbers on the pool house for easy identification by fire/ rescue units. He also reported that winterization of the pool had begun.

Management Report

Mr. Eglin reported the following:

1. Drainage Repair Court 9 – Proposals from Dwyer Plumbing @ \$6,200.00 and Peed Plumbing @ \$4,445.00 to include one year warranty. After a tied vote 2/ 2 for each proposal, the board accepted the Peed proposal. **Approved 3 – 1.**
2. Court 6 sewer line repair has been completed.

3. Management will have 3 bids for sidewalk repair/ replacement at the October meeting. Work can begin this fall and be completed next spring upon acceptance of a contractor.
4. Court 4 roof replacement (4644- 4646 34th St.) – The roof is asbestos, not slate, which will need special handling and a manifest of disposal of the asbestos. Mr. Patterson recommended that removal be done according to all health/ safety regulations. The Board agreed. Katchmark contractors will provide an asbestos specialist to remove/ dispose all materials. The window frames need to be rebuilt due to rot and to hold the weight of slate shingles; rebuilding the frames was not included in Walls' bid.
5. After a discussion of differences in expectations/ costs of Walls Contracting and Katchmark, the board advised Mr. Eglin to ask Walls to include rebuilding the window frames in their proposal. Mr. Eglin will submit the bid within a week to the Board for an email approval.
6. Variance request from 4601 B 36th St. to remove wall in unit. Mr. Eglin indicated that all permits and engineering specs were in place for this project. **Approved 4 – 0.**

Other Business

Co-owner Rodger Bailey arrived late and missed the Homeowners' Forum. He requested a status report of the Court 11 fence replacement.

Response: Ms. Anderson explained what happened at the August meeting (minutes August 2008) regarding the fence.

Executive Session

A motion was made by Mr. Patterson to move to executive session at 8:45 PM with a second from Mr. Low. Subject: Delinquencies. **Approved 4 – 0.**

Regular Session Reconvened

The board reconvened. Motion made by Mr. Patterson with a second from Mr. Low to "write off" RB File No. 632826 as a "bad debt" of \$2,723.13. **Approved 4 – 0.**

The meeting adjourned at 9:20 PM. The next regularly scheduled meeting is October 23, 2008.

Respectfully submitted,
Tom Corbin, Secretary