

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

April 11, 2017 Board Minutes Fairlington Community Center

ATTENDEES: Jay Yianilos (President), Thora Stanwood (Vice President), Bill Worsley (Secretary), Maynard Dixon (Treasurer), Lee Henry (At-Large Member), and Laura Goguet (Cardinal Management).

CALL TO ORDER: The board meeting was called to order by the president at 6:48 p.m.

ENVIRONMENTAL UPDATE:

ECS Mid-Atlantic continues to do testing in the area of courts 1, 2, 13, and 14. Some co-owners have not responded to requests for access to their units for testing.

On May 3 at 7 p.m. there will be a community meeting at the Fairlington Community Center with Virginia Department of Environmental Quality, Arlington County Department of Health, Virginia Department of Health, and the Glen's environmental lawyer, Trent Zivkovich, to discuss the status of the chemical problem in the affected courts.

Margaret Windus (court 1) asked about the status of the hold harmless agreement. The vice president was told by Jon Horner of ECS that it would be ready for signature very soon.

Madelyn Johnson (court 1) said that she did not have any objections to the draft charter for the environmental committee. The vice president will e-mail the cleaned-up version of the draft charter to Madelyn Johnson and Michelle Wooley (court 2).

RESIDENTS' FORUM:

A variance request was presented by Pamela and Ryan Rich (court 10) for a kitchen renovation.

04.11.17.01 Motion. Moved to approve a variance request for a kitchen renovation at 4333 S. 36th St. (court 10). Motion passed unanimously.

Susan Hunchar (court 10) also attended the residents' forum.

APPROVAL OF THE MINUTES:

04.11.17.02 Motion. Moved to approve the minutes of the March 14, 2017 board meeting. Motion passed unanimously.

BOARD MEMBERS' REPORTS:

President –

By e-mail vote on April 7, the board unanimously approved two proposals from Atlantic Pool Service, Inc. The first proposal was in the amount of \$1,131.70 for the purchase of new pool filters, and the second was in the amount of \$4,400.00 to replace 260 square feet of concrete deck next to the deep end of the pool. The vote is hereby duly ratified and recorded.

The president proposed that the onsite crew check the B-building basements every month for items left there improperly, and the consensus was that this should be done.

Notices about the upcoming renovation of two half roofs in court 12 have been posted.

On April 7, the president signed a proposal with Lancaster Landscapes for \$175 to prune shrubs in courts 1 and 2 to facilitate the renovation of the front stoops there.

On April 6, the president signed a hotel disclosure document for the Federal Housing Administration, certifying that Glen units are not to be occupied on a hotel basis.

The president raised the issue of whether sub-slab depressurization (SSD) units should be placed on the ends of buildings, and under what circumstances. A motion on this question was tabled pending further discussion.

The president is still investigating how other Fairlington associations handled the replacement of their court signs.

Vice President –

The vice president signed up for a CAI webinar on interpersonal relations and resolving conflict.

The vice president happened to run into Libby Garvey, Arlington County board member, one day and mentioned the excessive permit fees for the stoop work. Ms. Garvey put Bill Worsley in contact with Gwen Hancock, the county's Permit Administration Manager, in the hopes of resolving the issue.

The board was informed that Libby Garvey would be the guest speaker at the April 24 court rep meeting. The court rep co-chairs were asked to send e-mails to the court reps in which they should invite all Glen residents to the meeting.

Treasurer –

The treasurer recommended that a brokerage account be established with Morgan Stanley to manage a CD ladder for the Glen's reserve funds. This will help to centralize the Glen's reserve funds, which are currently scattered among several local banks. The president and treasurer will be the authorized signatories for the account.

04.11.17.03 Motion. Moved to authorize the treasurer to set up a brokerage account with Morgan Stanley to manage a centralized CD ladder and to transfer funds to the account. Motion passed unanimously.

04.11.17.04 Motion. Moved to authorize the president to sign the representation letter for the audit. Motion passed unanimously.

The treasurer proposed that the Glen bid out the spot roof and gutter work that REI has identified for courts 1-4. There were no objections.

The treasurer said that the Glen needs to know where the electrical, sewer, and water lines servicing the pool are.

04.11.17.05 Motion. Moved to approve a contract with Restoration Engineering, Inc. (REI) in the amount of \$4,290, to map utility lines to the pool, amended to specify that: a) it includes electrical, sewer, and water lines, and b) the locations and connections of these lines with lines outside the pool footprint. The Treasurer requested that this study be funded from reserves because the information will be necessary for the next reserve study. Motion passed unanimously.

The president dated and signed the painting contract with Kolas Contracting, which was previously approved.

The proposal by Precision Safe Sidewalks to correct the Glen's severe trip hazards was tabled until it is adjusted to exclude the trip hazard at court 10, which will be corrected as part of the drainage improvement contract already approved for court 10. The adjusted price for the remaining locations should be less than \$1,000.

The treasurer transferred \$522,929.41 from the Vanguard Federal Money Market Fund to pay for reserve expenditures.

The treasurer discussed the auditor's draft report, which showed an operating loss of about \$17,000 because of cost overruns in professional fees, employee medical insurance, and repairs.

Secretary –

The secretary reported that C.A. Lindman has resumed its stoop restoration work, starting in court 10. Both of the court 10 stoop foundations were in much better shape than the three in court 9, so the Glen may get a rebate on them.

With the assistance of Libby Garvey, Arlington County has been contacted to address the problem of excessive costs of obtaining building permits for the Glen's 26 stoop restorations. The county is willing to consider a bulk price for granting permits to such large-scale projects instead of billing each stoop separately. REI will ask C.A. Lindman to follow up with the county.

The secretary will be meeting with paving contractors to investigate how the Glen can replace parking lots cost-effectively without violating environmental regulations imposed by the Chesapeake Bay environmental ordinance.

At Large –

There was no update for the Verizon FIOS installation project.

COMMITTEE REPORTS:

The landscape committee was not present at the meeting.

04.11.17.06 Motion. Motion to approve a contract with Lancaster Landscapes for \$3,564 for a lime application throughout the Glen. Motion passed unanimously.

Two other landscape proposals were tabled, pending getting further information from the landscape committee.

MANAGEMENT REPORT:

There are two proposals to clean the B-building carpets. The board decided to ask the onsite crew to clean the carpets this year instead of hiring a professional cleaner.

EXECUTIVE SESSION:

04.11.17.07 Motion. Moved to go into executive session at 8:37 p.m. to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

The board reconvened in regular session at 8:52 p.m.

04.11.17.08 Motion. Moved to turn over account 2093 to the Glen's attorney for collection. Motion passed unanimously.

ADJOURNMENT: The meeting was adjourned by the president at 8:57 p.m.

The next scheduled meeting of the board is Tuesday, May 9, 2017, at 6:45 p.m. at the Fairlington Community Center.

Respectfully submitted,

Bill Worsley
Secretary