

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS
February 9, 2016 Board Minutes
Fairlington Community Center

ATTENDEES: Thora Stanwood (Vice President), Bill Worsley (Secretary), Maynard Dixon (Treasurer), Lee Henry (At Large), Corey Love (Landscape Chair), and Karen Conroy (Cardinal Management). Absent: Jay Yianilos (President).

CALL TO ORDER: The meeting was called to order by the vice president at 6:45 p.m.

RESIDENTS' FORUM –

No residents attended the meeting.

APPROVAL OF THE MINUTES:

2.9.16.01 Motion. Moved to approve the minutes of the January 12, 2016 board meeting. Motion passed unanimously, with the following changes to the version in the management report: Delete “now defunct” before the words “dry cleaning business.” Insert “Fern Street, on” before “the other side of Quaker Lane.” Make a new paragraph of the sentence “The treasurer cautioned against overuse of REI.”

BOARD MEMBERS' REPORTS:

President --

The president was unable to attend the meeting, so the vice president gave the president's report.

By e-mail vote on January 26, the board approved a kitchen renovation variance at 3512 S. Stafford Street in court 13. The approval is duly recorded.

In connection with this renovation, the president approved a request for a common use agreement to place a dumpster in the parking space at the same address from 7 a.m. on February 24 to 5 p.m. on February 25.

2.9.16.02 Motion. Moved to approve a request from Fairlington FINS to use the Glen pool on July 18-21 (Monday-Thursday) from 3:30 p.m. to 5:30 p.m. and on July 22 (Friday) from 6 p.m. to 7 p.m. for the FINS swim meet. Motion passed unanimously.

Vice President –

The management agent was asked to find out when PSE will be repairing the carriage lamp at 3539-A S. Stafford Street in court 2. The management agent said that a gutter problem at the same address has been fixed.

The meeting with PSG to review its work on brick stoops still needs to be rescheduled.

Kolas Contracting will be asked for a bid to reinstall a fallen rear porch overhang at 4132 S. 36th Street in court 6.

The vice president raised the issue of whether the board should allow outside swim instructors to give swimming lessons at the Glen pool. The matter was tabled until the March board meeting.

Secretary –

The secretary said that the maintenance committee has been rewriting the painting specifications for courts 13-16 to improve clarity and control. In this effort, the committee has tested some doors and white wood trim in these courts and found that the doors were painted with latex paint in the case of all but one door in court 15. The tests indicate that oil-based paint was used on the wood trim. To eliminate confusion, we are specifying which types, brands, grades, and sheens of paint must be used for various surfaces. Since oil-based paint is being largely phased out by environmental regulations, we are specifying latex for all wood surfaces. Therefore, the paint contractor will need to use primer extensively before the final surface coat, because latex paint often does not adhere well when applied directly to oil-based paint.

The maintenance committee noted that the seven B-unit doors in courts 13-16 are dinged up and unattractive, and need to be thoroughly sanded and primed before painting. The woodwork immediately around the frames of the B-unit doors has many coats of paint build-up that need stripping. Also, the woodwork is damaged in a few cases. The maintenance committee is recommending hiring a restoration contractor, separately from the paint contractor. Since funds for restoration work are not in this year's budget, we may have to increase next year's budget and start the work with courts 1-4 in 2017. Kolas Contracting will be asked for an estimate of what a door frame restoration would cost.

Treasurer –

The treasurer is working on the audit. It appears that some items charged to the operating budget should have been charged to reserves, so we may have a surplus rather than a deficit for the 2015 operating budget.

The treasurer proposed that spot roof work be added to the four-year painting cycle, and that Restoration Engineering Inc. (REI) be hired on a trial basis to do a spot roof inspection in 2016 for courts 13-16.

2.9.16.03 Motion. Motion to approve the revised spot roof inspection contract with REI, estimated to cost \$3,480. Motion passed unanimously.

2.9.16.04 Motion. Motion to proceed with getting bids for replacement of Bangor slate half roofs in court 8 (the front of 3601-3609 S. Taylor) and court 12 (front of 3576-3584 S. Stafford and back of 3564-3574 S. Stafford). Motion passed unanimously.

2.9.16.05 Motion. Motion to approve the \$336.20 contract to purchase a grate, including a surrounding frame, for the court 1 parking lot. Motion passed unanimously. Separate arrangements will be made for installation.

At Large –

The post that holds up the sign in court 1 needs to be replaced because it was damaged after the January snowstorm by NVM during snow removal. Maria and Nelson will be contacted to replace the post.

The feasibility of using various areas, including the paddle ball court, for dumping snow was discussed.

COMMITTEE REPORTS:

The landscape committee was represented by Corey Love (chair), who pointed out that the landscape budget may need to be increased to handle the additional costs of landscape repairs incurred because of damage from snowstorms and various contractors. There was a suggestion that we deal with this by creating a special landscape damage account. The treasurer responded that this is not necessary, observing that, if we need to exceed the landscape budget to fix unpredictable damage from weather, contractors, residents, etc., we can simply vote to do so and to charge any resulting budget loss for the year to our substantial contingency fund. Thus, according to the treasurer, all landscape expenditures should continue to be posted to our regular landscape budget accounts, unless we can recover them from insurers or other third parties, in which case they should be posted to Account 61370 Damage Claims.

2.9.16.06 Motion. Motion to approve Thrive's tree pruning proposal of February 1 for \$8,383.50. Motion passed unanimously.

The landscape committee will not solicit co-owner requests for landscape enhancement this spring. The committee wants to focus on underserved courts instead and identify the neediest areas. The goal is to address three or four courts per year, depending on the budget, and rotate through the courts.

The vice president worked with the president of Environmental Enhancements (EE) to strengthen the contractual terms for the last year of the contract. No

pesticides or herbicides will be used and a fall mulching was added. Details were added to the scope of work, but the price was not affected.

2.9.16.07 Motion. Motion to approve revisions to and clarifications of the existing EE contract for 2016. Motion passed unanimously.

MANAGEMENT REPORT:

The management agent said that she is still soliciting bids from carpet cleaners to clean the B-building carpets.

The sewer repair in court 12 was postponed by Dwyer because of weather. They anticipate the repair will be made on February 10 and 11, weather permitting.

Kolas Contracting completed the repair of a portico at 4176 S. 36th Street in court 6 for \$550.

EXECUTIVE SESSION:

2.9.16.08 Motion. Moved to go into executive session at 8:04 p.m. to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

2.9.16.09 Motion. Moved to return to open session at 8:23 p.m. Motion passed unanimously.

The board reported that it voted by e-mail on January 29 to deny the payment plan proposed by account 2013.

2.9.16.10 Motion. Motion to approve the variance request submitted by owners of the unit at 3581-A1 S. Stafford Street in court 3, dated February 1, 2016, for a window-to-door conversion in the patio, contingent upon the brick above the door being cleaned and the mortar being stained by spring 2016. Motion passed unanimously.

ADJOURNMENT: The meeting was adjourned by the vice president at 8:33 p.m.

The next scheduled meeting of the board is Tuesday, March 8, 2016, at 6:45 p.m. in the Fairlington Community Center.

Respectfully submitted,

Bill Worsley
Secretary