

**FAIRLINGTON GLEN COUNCIL OF CO-OWNERS**  
**February 14, 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 Candace Lewis (Cardinal Management). Lee Henry arrived at 6:52 p.m.

**CALL TO ORDER:** The board meeting was called to order by the president at 6:46 p.m.

**RESIDENTS' FORUM:**

Susan Hunchar (court 10) reported that there is an uneven sidewalk in front of the B building in court 10 and suggested that fluorescent paint be used temporarily to make it more visible until it can be replaced.

Michelle Wooley and Andrew Pinneke (court 2) expressed their concerns regarding contaminated groundwater and related environmental issues, their willingness to help out wherever they can, and the need to address the environmental situation as it impacts courts 1, 2, 13, and 14.

Tevis Smith (court 10) described some damage to his unit that may have been caused by Verizon's contractors during the installation of FIOS.

Madelyn Johnson (court 1) provided input on the environmental issue and the creation of an environmental committee. The vice president asked Ms. Johnson for her thoughts on the role and goals of the committee and her recommendation for a chair or co-chairs.

Also attending the residents' forum was Margaret Windus (court 1).

**APPROVAL OF THE MINUTES:**

**02.14.17.01 Motion.** Moved to approve the minutes of the January 10, 2017 board meeting. Motion passed unanimously.

**COMMITTEE REPORTS:**

Tina Collier (court 3) and Barbara Dean (court 7) from the Landscape Committee discussed various landscape proposals.

**02.14.17.02 Motion.** The vice president moved to approve three landscape proposals from Greenstreet Gardens, in the amount of \$2,097.82 for plantings at the Quaker Lane entrance, \$613.24 for installation of a crepe myrtle in court 15, and \$1,677.42 for plantings in court 4. Motion passed unanimously.

Tina Collier also presented three bids she obtained from contractors to replace all the Glen's court signs. The president thanked her for her work and said the board will consider these proposals.

## **BOARD MEMBERS' REPORTS:**

President –

By e-mail vote on February 8, the board unanimously approved a variance request for a kitchen renovation in court 6 at 4170 South 36<sup>th</sup> Street. The vote is hereby duly ratified and recorded.

Management replaced a gas-powered blower for the maintenance staff at a cost of \$529.95, which was charged to reserves.

The president asked the management agent about the status of the Glen's limited license/hold harmless agreement with ECS Mid-Atlantic. It was signed by the president on January 10, 2017 and sent, through the Glen's environmental attorney, to ECS's attorney for signature. The management agent stated that ECS's attorney made changes to the agreement which are now being reviewed by the Glen's environmental attorney.

There will be a community meeting to further discuss the environmental impact to courts 1, 2, 13, 14, and possibly 15 at 7 p.m. on February 16 at the community center. Letters alerting the community about the meeting have been sent to all co-owners and residents, and a notice was distributed to all residents of the impacted courts.

Vice President –

The vice president asked if an invoice of expenses incurred to date because of the environmental issue had been forwarded to the Glen's environmental attorney to be submitted to TBR Associates. The management agent said that she has requested reimbursement for the legal bills of the Glen's environmental law firm, Whiteford, Taylor & Preston and is keeping accurate records of all expenses incurred by the Glen relating to the environmental situation so that the Glen may be reimbursed.

The management agent said that an electrician has looked at the sub-slab remediation (SSD) system being installed in the unit in court 2 that registered higher than the screening level of PCE. It was recommended that an electrical sub-meter be installed to streamline reimbursement for electricity expenses. The treasurer suggested that we seek to install a meter that would not merely measure the power used in the remediation circuit but would be billed to the Glen by the power company.

Treasurer –

**02.14.17.03 Motion.** Moved to approve the cover letter for the change to the bylaws to allow monetary charges for violations of Bylaws Article VI, Section 6r (Rules of Conduct). Motion passed unanimously.

**02.14.17.04 Motion.** Moved to approve the Kolas proposal for wood repairs in courts 9, 10, 11, and 13 through 16, in the amount of \$15,970, with the final price to be contingent on the results of a test repair at 4204 South 35<sup>th</sup> Street in court 14, which will be done to see whether painting of the PVC is necessary. Motion passed unanimously.

Secretary –

The secretary discussed the status of the paint bids, which are well above the Glen's 2017 budgeted amount. In an effort to reduce costs, the painters should be invited to beat the current low bidder's price.

The treasurer stated that carpentry repairs identified in the course of painting courts 1-4 in 2017 could be postponed until early 2018 for budgetary reasons.

At Large –

The at-large member said that Verizon is aware that it needs to do some cleanup of the grounds following the FIOS installation work.

The Glen should forward bills from co-owners whose property was damaged by Verizon's contractor during the FIOS installation to Verizon for reimbursement.

### **MANAGEMENT REPORT:**

A carriage light was repaired in the alley between courts 12 and 13. The damage, thought to have been caused by the Verizon contractor, turned out to be an internal wiring issue.

The management agent discussed asking the Glen's contractors if they would like to make sponsorship contributions to special events hosted by the Glen. The secretary suggested that, to prevent conflicts of interest, the Glen should not accept contributions of more than \$100 from any contractor.

Monies need to be moved from reserves to reimburse the 2016 operating budget in the amount of \$165,093.58. The treasurer said he would confirm that this is the case.

### **EXECUTIVE SESSION:**

**02.14.17.05 Motion.** Moved to go into executive session at 8:48 p.m. to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

The board reconvened in regular session at 8:51 p.m.

**02.14.17.06 Motion.** Moved to turn over accounts 2052, 2093, 3078 to the Glen's attorney for collection. Motion passed unanimously.

**ADJOURNMENT:** The meeting was adjourned by the president at 8:55 p.m.

The next scheduled meeting of the board is Tuesday, March 14, 2017, at 6:45 p.m. at the Fairlington Community Center.

Respectfully submitted,

Bill Worsley  
Secretary