

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

September 13, 2016 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 Terry McGuire and Candace Lewis (Cardinal Management).

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

RESIDENTS' FORUM:

No residents attended.

APPROVAL OF THE MINUTES:

9.13.16.01 Motion. Moved to approve the minutes of the August 9, 2016 board meeting. Motion passed unanimously.

COMMITTEE REPORTS:

No reports.

BOARD MEMBERS' REPORTS:

President --

By e-mail vote on August 29, 2016, the board unanimously approved a contract with Environmental Enhancements in the amount of \$4,500 for removal of deadwood along the Quaker Lane perimeter. The vote is hereby duly recorded.

9.13.16.02 Motion. Moved to ratify a contract with Dwyer Plumbing Corporation to replace an HVAC system at the maintenance shop for \$5,190. Motion approved unanimously.

9.13.16.03 Motion. Moved to ratify an indemnification agreement signed on August 25, 2016 with ECS Mid-Atlantic. Motion approved unanimously.

No amendments to the proposed 2017 budget were submitted by the deadline.

Work done by Dominion Paving to repaint parking space numbers in various courts will be checked by the on-site staff.

A new five-burner grill was purchased for the pool for \$247, to be charged to the pool furniture account.

On September 7, the president approved a contract with Kolas Contracting in the amount of \$650 to replace eight linear feet of fascia board at 4122 S. 36th Street in court 5.

9.13.16.04 Motion. Moved to approve a contract with Kolas Contracting in the amount of \$1,200 to replace a rear porch overhang at 3547B S. Stafford Street in court 2. Motion passed unanimously.

The president presented to the management agent a common use agreement that he had approved for 4323 S. 36th Street in court 10 for a moon bounce for a child's birthday party.

9.13.16.05 Motion. Moved to approve a variance request for an attic renovation at 3551 B-1 S. Stafford Street in court 2. Motion approved unanimously.

A variance conditionally approved on November 7, 2012 for an egress window at 3583 S. Stafford in court 3, but never acted upon, was activated when the co-owner signed the board's agreement on September 9, 2016.

Vice President –

A carriage lamp has been tapped into with an electrical plug in front of 3515A S. Stafford Street in court 1. The management agent was asked to have PSE remove the plug.

ECS Mid-Atlantic will begin test drilling around courts 1 and 2 on September 14.

Testing of an ecologically friendly herbicide to kill broadleaf weeds was discussed.

9.13.16.06 Motion. Moved to accept the July 6 proposal from Environmental Enhancements in amount of \$294 to apply an ecologically friendly herbicide to two small test areas. Motion approved unanimously.

This month will mark Nelson Ordonez's 20th anniversary of working at the Glen. A special bonus in recognition of his long service was discussed, and the board agreed to give him a gift card for \$1,000. During the discussion, the treasurer noted that there was no provision in the 2016 budget for this gift; but, shortly before going into executive session, he recommended that the expenditure be posted to Account 51500 Misc. Expense and that we approve exceeding the 2016 budget for this account to provide the gift.

Treasurer –

The treasurer gave the management agent two \$25 checks for pool parties, one from Deborah Sanchez and the other from Karen Allen.

The treasurer has created a new spreadsheet for tracking violations. He discussed ways of enforcing Glen rules, including removal of pool and parking privileges, and fining.

The treasurer asked Cardinal to ensure that they implemented the accounting resolution approved at last month's meeting.

The treasurer further asked Cardinal to reissue a check for \$431.07 to the Pool Committee chair for 2015 pool expenses, minus any fee for voiding the old check, mail him the new check with a cover letter explaining what has been done, and post the new check to Account 51500 Misc. Expenditures so it will not count against the Pool Committee's budget for 2016.

Secretary –

The secretary recommended accepting the bid of C.A. Lindman Incorporated to replace 26 front stoops and doing tuckpointing at 21 buildings. Many but not all of the stoops are likely to need work on their foundations.

9.13.16.07 Motion. Motion to allow the president to sign a contract with C.A. Lindman Incorporated for masonry stoop restoration at 26 buildings and brick facade repairs at 21 buildings at a cost of \$274,830 to be paid from reserves, on the condition that a credit be granted to Fairlington Glen for stoops whose foundations are determined not to need replacement, with the amount of credit to be negotiated between REI and the contractor. Motion approved unanimously.

Three bids were received for partial roof replacements of the last Bangor slate roofs in the Glen. The bids covered two phases of work, one to occur in 2017 and the other in 2018. The bid from Walls Contracting, at about \$27 per square foot, was in the same cost range as bids in recent years.

9.13.16.08 Motion. Motion to accept the bid for Phase I of a contract with James R. Walls Contracting Company, Inc. for partial roof replacements in 2017 at 3601-3609 S. Taylor Street (court 8), 3576-3584 S. Stafford Street (court 12), and 3564-3574 S. Stafford Street (court 12) at a cost of \$201,544 to be funded from reserves. Motion approved unanimously.

9.13.16.09 Motion. Motion to accept the bid for Phase II of a contract with James R. Walls Contracting Company, Inc. for partial roof replacements in 2018 at 3534-3544 S. Stafford Street (court 13), 3512-3522 S. Stafford Street (court 13), 4266-4274 S. 35th Street (court 15), 4246-4254 S. 35th Street (court 15), and 4236-4244 S. 35th Street (court 15) at a cost of \$360,052 to be funded from reserves, on the condition that Phase I is completed to the Board's satisfaction. Motion approved unanimously.

The secretary said that there are two roofs in the Glen needing copper strips installed to remove stains. The roofs are at 3583 S. Stafford Street (court 3) and 4300 S. 35th Street (court 16). REI will be asked get bids for this work.

At Large –

The at-large member reported that we are in contact with the other Fairlington associations about how they are dealing with Verizon regarding the installation of FIOS.

MANAGEMENT REPORT:

A bid by Walls Contracting for two roof repairs was discussed. For 3509 B S. Stafford Street, an ice and water shield will be installed, with new flashings and wood trim. At 4137 S. 36th Street, an ice and water shield and a masonry steel apron will be installed.

9.13.16.10 Motion. Moved to approve roof repairs at 3509 B S. Stafford Street and 4137 S. 36th Street for an amount not to exceed \$5,400, with the president making the final choice of contractor once all the bids are received. Motion approved unanimously.

The president asked the management agent to get a contractor to bid on grinding down two sections of sidewalk at 4303 and 4305 S. 36th Street in court 10 so that they are level and do not present a tripping hazard.

EXECUTIVE SESSION:

9.13.16.11 Motion. Moved to go into executive session at 8:52 p.m. to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

The board reconvened in regular session at 8:55 p.m.

ADJOURNMENT: The meeting was adjourned by the president at 8:56 p.m.

The next scheduled meeting of the board is Tuesday, October 11, 2016, at 6:45 p.m. in the Fairlington Community Center.

Respectfully submitted,

Bill Worsley
Secretary