

**FAIRLINGTON GLEN COUNCIL OF CO-OWNERS**  
**September 11, 2018 Board Minutes**  
**Fairlington Community Center**

**ATTENDEES:** Charlie Robbins (President), Maynard Dixon (Treasurer), Lee Henry (At-Large), and Candace Lewis (Cardinal Management Agent). Absent: William Layer (Vice President), Bill Worsley (Secretary).

**CALL TO ORDER:** The President called the meeting to order at 6:40 p.m.

**EMERGENCY STORM SERVICE REQUESTS:** In response to a question from Lee Henry about a phone contact for problems that might arise during an expected storm, the management agent provided the following Cardinal phone numbers: 866-370-2989 (after hours); and 565-524-5244 (regular hours).

**COMCAST PRESENTATION:** Comcast representatives described Comcast’s plan to replace wires with fiber optic cable. Comcast will use “directional drilling” to install the cable with supposedly minimal damage to the grounds. The plan would be fiber-to-the node (not fiber-to-the-premises, as with Verizon) -- fiber optic cable would be installed to connect to about three new central nodes in the Glen; but the individual units would, as they are now, be served by coaxial cable, which would run from the central nodes to the individual units. The installation would last about a month. As described, the installation would be under the Glen’s existing access agreement with Comcast, which will not need to be changed. The representatives handed out a card with the following phone contacts: 301-696-7011; 240-418-5316.

**RESIDENTS’ FORUM:** Present: Marni Myers (court 14); Linda Lyle (court 14); Connie Francis (court 14); Ellen McDermott (court 14); David Robbins (court 14); Barbara Collier (court 14); Oscar Ruiz (court 5); and David Allen.

Oscar Ruiz stated that the painting contractor had left paint on brick. The management agent responded that she would bring this to the attention of the contractor if he would provide the units involved. Lee Henry then volunteered to send the management agent photos of the units involved, which had been taken by Mr. Ruiz and e-mailed to the board by Bill Layer.

Barbara Collier raised an issue about a county sidewalk. In response, the management agent offered to try to get Ms. Collier a contact with the county.

Barbara Collier also stated that contractors sometimes damaged lawns after their work, after which the president suggested that she contact Barbara Dean, chair of our Landscape Committee.

**BOARD MEETING MINUTES:**

**09.11.18.01 Motion.** The president moved to approve the minutes of the August 2018 board meeting. Motion passed unanimously.

**BOARD MEMBERS’ REPORTS:**

**President:** The President gave a summary of recent developments concerning the problem of ground water pollution from a defunct drycleaner that used to be in the shopping center across from Quaker Lane.

**Treasurer:** The treasurer handed the management agent three pool-related checks received from residents in August, as recorded in the Attachment 1 Pool Party and Misc. Income 2018 spreadsheet.

**09.11.18.02 Motion.** Moved to deny the renovation variance request from Marni Myers (court 14), without prejudice to her filing a revised variance request with the following conditions and changes –

(1) Not more than two skylights.

(2) Installation of an upper level egress window at a size reduced to the minimum required by code, as discussed in the applicant's e-mail dated August 20, 2018; and that matches Fairlington Glen's style and details, as noted in the applicant's e-mail dated August 20, 2018.

(3) The revised application must have revised roof and window drawings reflecting conditions (1) and (2) above, including a revised overlay-on-photo drawing accurately depicting how the egress window will look from the outside.

(4) The co-owner must have a building permit for all work and must observe the conditions in the application form.

Motion passed unanimously.

**09.11.18.03 Motion.** Moved to approve the variance request from Daniel Oakley (court 3) for installation of a Nest Hello brand doorbell camera, as pictured in the diagram attached to the application. Motion passed unanimously.

**09.11.18.04 Motion.** Moved to eliminate the two numbered unassigned parking spaces in court 14 and to re-number the remaining spaces, per the Attachment 2 Plat. Motion passed unanimously.

**09.01.18. 05 Motion.** Moved to keep the reserved parking spaces in the same numerical order that presently exists. Motion passed unanimously.

A renovation variance request from Catherine Wemette was tabled until the next board meeting because the treasurer forgot to circulate it to the Board before the meeting. The treasurer said that he will promptly circulate the application after the meeting and noted that the matter could possibly be decided by e-mail vote before the next meeting.

The treasurer asked about getting new pool facility keys to replace ones that no longer work, or will no longer work after changes to the locks. The consensus was that keys to the lifeguard office were not needed and that all locks should be set to the same key. The management agent responded that she will work on that.

Responding to a question from the treasurer, the management agent said that the shopping center owner has not reimbursed the Glen for the \$11,632 Whiteford, Taylor, & Preston legal bill noted in the August invoices.

The Treasurer opined that the \$56,320 bid from Walls Roofing for a single, comprehensive gutter cleaning was much too high and that such a contract was not needed because onsite crew and other contractors were adequately performing the tasks that would be included. However, the consensus was that a \$14,990 bid from Exterior Medics for a twice/yearly cleaning and maintenance of the gutters merited further study.

There was discussion of getting a new website host to replace the long-time service that a Fairlington area resident has been providing for free but will discontinue at the end of the year. The management agent encouraged the Glen to consider Cardinal's service. The Treasurer opined that it seemed costly and too complicated. There was general agreement that the management agent should get bids from other website providers and that these bids be considered, along with Cardinal's, to choose the host that would be best for the Glen.

**MANAGEMENT REPORT:**

The management agent discussed developments concerning the ground water pollution issue that was previously discussed by the Glen president (see above). She announced that a file containing Whiteford, Taylor, & Preston's comments is available to Glen residents on the law firm's website and that she would use e-mail to tell interested residents how they can access that site.

The management agent asked the treasurer when she would receive the documents that would go into the Vote-Now mailing for the annual meeting. The treasurer responded that he would get them to her next week after his return to town.

The management agent said that the issue of whether Lindeman had been paid for its stoop and tuckpointing work had been resolved in favor of the Glen.

**EXECUTIVE SESSION:**

**09.01.18.06 Motion.** Moved to go into executive session at 8:10 p.m. Motion passed unanimously.

The board reconvened in regular session at 8:25 p.m.

**ADJOURNMENT:** The meeting was adjourned by the president at 8:25 p.m.

The next scheduled meeting of the board is Tuesday, October 9, 2018, 6:30 p.m., at the Fairlington Community Center.

Respectfully submitted,

Maynard Dixon  
Treasurer

**Attachment 1**  
**Pool Party and Misc. Income 2018**

<b>Pool Party and Misc. Income 2018</b>					
<b>Board Meeting Delivered to Manager</b>	<b>Payor</b>	<b>Purpose</b>	<b>Account 30190 Pool Income</b>	<b>Account 30260 Misc. Income</b>	<b>Paid By</b>
<b>June</b>	Brandon Lipps	Pool Party	25.00		Check 1414
	Sarah M. Robinson	Pool Party	25.00		Check 313
<b>July</b>	Nicola F. Volkert	Pool Party	25.00		Check 1621
	Timothy Shelby	Recreation Pass		10.00	Check 1292
	Timothy Hodgson	Pool Party	25.00		Check 239
<b>August</b>	M.H. Lopez	Pool Party	25.00		Check 2133
	Paul Richelmi	Pool Party	25.00		Check 379
	Nicola F. Volkert	Pool Party	25.00		Check 1630
	Miriam Oakley	Pool Parties (2)	50.00		Check 280
	Monica Wiedemann	Pool Party	25.00		Check 503
<b>September</b>	Diana P. Page	Recreation Pass		10.00	Check 3412
	Mauri Earl	Recreation Passs		10.00	Check 1235
	Edith Marshall	Recreation Pass		10.00	Check 736
<b>TOTALS</b>			<b>250.00</b>	<b>40.00</b>	

**Attachment 2 is the Revised Parking Plat of Court 14**

