

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
SOUTH FAIRLINGTON COMMUNITY CENTER
JUNE 6, 2005

IN ATTENDANCE John Thurber - President
 David Andrews - 1st Vice President
 Judy Pisciotta - 2nd Vice President
 Bryan Hochstein - Secretary
 Diane Thurber - Recording Secretary
 Tony Rouhani - Senior Property Manager, CMC
 Jack Clark - Maintenance Manager

CALL TO ORDER 7:00 p.m. Quorum.

EXECUTIVE SESSION By MOTION duly MADE, SECONDED and CARRIED, the meeting was moved into Executive Session to discuss personnel matters and a delinquent account. Following discussion, by MOTION duly MADE, SECONDED and CARRIED, the meeting was moved out of Executive Session and into regular session.

APPROVAL OF MINUTES By UNANIMOUS CONSENT, the minutes of the April 26, 2005, meeting were approved as submitted.

POOL Several items were repaired, and the pool passed County inspection. At the end of the season, arrangements will be made for an independent examination of the mechanical system. There are funds in the pool reserve account to cover any necessary repairs.

B&G - The proposal for the spring planting was approved by the Board at its April meeting, and work has begun. A second contract for erosion control will be handled as follows: Items #1 and #3 will be re-evaluated in the fall. Item #2 was determined to be the worst area of erosion, and that work will commence as soon as possible. An attempt will be made by our on-site maintenance staff to accomplish Item #4. By MOTION duly MADE, SECONDED and CARRIED, the Board voted to approve the proposal for erosion control from Valley Crest dated May 26, 2005, as it pertains to Item #2 only, with work to be completed behind 3462 S. Stafford Street as outlined therein.
 - By MOTION duly MADE, SECONDED and CARRIED, the Board voted to accept the contract from The Care of Trees dated June 1, 2005, to treat the elms for Dutch elm disease. Time is of the essence, and treatment will be accomplished as soon as possible.

SIDEWALKS Portugal submitted a proposal for replacement of several sidewalk panels in Court 14. The flaking and spalling panels are a tripping hazard and aesthetically unpleasing. By MOTION duly MADE, SECONDED and CARRIED, the Board voted to approve the proposal from Portugal Construction, Inc. dated May 3, 2005, for sidewalk panel replacement as outlined therein. Mr. Clark will photograph the affected panels prior to repair, to evidence the belief that previous repairs were at fault and not the residents, as the damage does not overlap onto adjacent panels, which would likely be the case if it were salt/chemical damage.

PAINTING Mr. Leddy will send the painting specs to the contractors named on his bidder's list. The Board would like a start date of the end of August. They further requested reconsideration/revision of the paragraph titled "Contract Administration" on Page 3 of the Agreement, as they do not believe an administrative charge of ten percent is sufficient to encourage the contractor to correct potential deficiencies. Discussion of the necessity of residents' cooperation to ensure a quality job -- specifically, removing storm windows; if the

painters are not given access, wood mullions and sills rot, causing additional labor and expense for the Association. According to a survey, there are at least 158 windows whose mullions and frames do not need to be painted. It was noted that oil-based paint is being phased out and is generally unavailable, and that latex paint will not adhere over oil-based, which we have been using. Mr. Clark advised that there is a new type of paint called "Dura Clad" which can be applied over oil-based paint (in fact, that is what was used last year). The Board directed Mr. Leddy to specify this new product in the specs, and to remove references to Benjamin Moore. Interior work (B-buildings) will be done by our on-site staff.

SEWERS

Mr. Leddy is researching companies who can perform inspections, repairs and relining of the laterals.

ROOFS

Gardner is preparing a Scope of Work and specs, and will be taking bids for us. Gutter work will also be required on the roof covering 3445 S. Utah, and they have provided several options. Mr. Clark will inspect the building and make a recommendation as to gutters. Also, damaged wood on the dormers should be repaired during roof replacement.

PARKING

A resident in Court 14 contacted the Board re: non-residents parking in the court (no hang tags displayed in the vehicles), especially on weekends. In an effort to halt this problem, the Board requested that CMC prepare a memo for distribution to the residents in that court reminding them of the towing procedures. In courts with reserved, unassigned spaces, any resident may call the towing company to request that all vehicles in the court not displaying a parking pass be towed.

RESIDENT REQUESTS

- Resident on S. 34th Street contacted the Board re: replacing the pull-down stairs to the attic. Although the letter contends that these changes are "non-structural," the Board believes such a modification *is* structural, and therefore resident must submit a building plan before proceeding. CMC will send a letter informing resident of the Board's decision.
- Resident on S. Stafford Street contacted the Board to advise of plans to replace the windows in the unit. The work is now complete, and Mr. Clark reported that it was done in compliance with the Replacement Window Guidelines.
- Residents on S. 35th Street contacted the Board re: replacing their front and back doors, possibly with steel doors. The recommendation of the Architectural Review Committee is that steel doors not be permitted and, in fact, at least two such requests have been rejected by past Boards. The Board requested that Mr. Leddy send a letter to the residents advising them that steel doors are not permitted, and providing information on where to obtain a wood replacement door that matches the existing style. Re: their request for landscape enhancements around their unit, they will be directed to contact B&G.
- Resident contacted the Board re: permission to replace his windows. In his letter, he referenced the Guidelines and his intention to abide by them. Mr. Leddy was asked to send resident a letter requesting a copy of his contract for the Board's review.
- Resident on S. Stafford Street contacted the Board re: basement flooding. Mr. Clark reported that during the latest heavy rain he and Mr. Ramirez cleaned out the gutters at this unit. Needles from a nearby evergreen tree constantly fall into the gutters, and when they are clogged water does cascade over into the window wells. Gutter guards were attached but later removed because in order to clear the pine needles, the gutter guards had to be removed, and they were attached to the underside of the slate roof. The Board requested that Mr. Clark talk to resident about purchasing window well covers, and will look into having the tree trimmed away from the building.
- Non-resident owners of unit on S. Stafford Street contacted the Board re: water damage to the unit, ostensibly caused by clogged gutters. Mr. Clark will add this unit to the list of gutters that are cleaned monthly.

TENNIS COURTS

Repairs are complete, and Recreation Committee Chairman Ed Girovasi

notified the Board that he is pleased with the results.

COMCAST The Board reviewed, section by section, Exhibit "A" to the Cable Television Contract with COMCAST, and final changes will be incorporated. Although COMCAST may not agree to all of the provisions, the document is a place to begin negotiations. The Board is interested in maintaining the integrity and aesthetics of the buildings and the grounds as they pertain to cable installations.

NEXT MEETING Thursday, July 21, 2005, at the FCC. Executive Session starts at 7:00 p.m., followed by the regular meeting, beginning with Residents' Forum.

ADJOURNMENT By MOTION duly MADE, SECONDED and CARRIED, the meeting was adjourned at 9:18 p.m.

Respectfully submitted,

Diane L. Thurber
Recording Secretary