**FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS**

**VIRTUAL BOARD OF DIRECTORS MEETING**

**Wednesday, May 18, 2022**

**7:00pm**

**BOARD MEMBERS PRESENT BOARD MEMBERS ABSENT**

Frona Adelson, President

Donald Spamer, Vice President

Nick Slabinski, Treasurer

Caroline Trupp Gil, Secretary

Joseph Spytek, Member at Large

**MANAGEMENT PRESENT**

Wee Abraham, Portfolio Manager, CMC

**OTHERS IN ATTENDANCE**

Dolly Sharma, Recording Secretary, Minutes Services, LLC

Charles Monfort, Chair, B & G Committee

Fairlington Meadows Residents: 17

Carole G. Richard C.

Peggy G. Sherri C.

Cynthia F. Merlyn

Rebecca H. Kym H.

Susan M. Robin H.

Kathleen S. Tim N.

Shirin W. Iolaire M.

Kym H.

Deanna

Liz

1. **CALL TO ORDER & ESTABLISH QUORUM**

**MOTION:** Ms. Adelson **MOVED** to call the meeting to order at 7:01pm. The MOTION was **SECONDED** by Mr. Spytek and **PASSED** by unanimous consent.

**The Board went into Executive Session at the beginning of the meeting.**

**MOTION:** Ms. Adelson **MOVED** for the Board to go into a brief 10 minute Executive Session at 7:12pm. The **MOTION** was **SECONDED** by Mr. Spamer and passed unanimously.

**MOTION:** Ms. Adelson **MOVED** for the Board to exit Executive Session and return to open session at 7:25pm. The **MOTION** was **SECONDED** by Mr. Spamer and passed unanimously.

1. **APPROVAL OF AGENDA**

**MOTION:** Ms. Adelson **MOVED** to approve the May 18, 2022, agenda as written. The **MOTION** was **SECONDED** by Mr. Spamer and **PASSED** by unanimous consent.

1. **APPROVAL OF MINUTES**

**MOTION:** Ms. Adelson **MOVED** to approve the April 20, 2022, Board Meeting Minutes as presented. The **MOTION** was **SECONDED** by Ms. Gil and **PASSED** by unanimous consent.

**MOTION:** Ms. Adelson **MOVED** to accept the April 6, 2022, Buildings and Grounds Committee Meeting Minutes as presented. The **MOTION** was **SECONDED** by Mr. Slabinski and **PASSED** by unanimous consent.

1. **RESIDENTS OPEN FORUM**

A resident stated that he wanted to thank everyone who has been working on the EV proposal.

A resident inquired into the April 2022 newsletter which stated that the BOD was considering including patio lighting restrictions and offered her support in favor of this.

A resident stated that she and her husband in Court 10 did not want the EV Chargers in front of their home. This resident noted that she had consulted with counsel on this matter. She further stated that she did not believe there was an immediate need to install EV chargers and if possible, to start with just 2. Her husband further added to these comments regarding the use of the capital reserves towards installing these chargers, as opposed to addressing other community needs such as asphalt repair of our parking lots.

A resident expressed being in favor of installing the EV Chargers stating that the number of EV’s has increased within the community and will continue to do so. He stated that the community should move forward with this now rather than wait until it becomes an issue. This resident further stated that the EV chargers would increase property value.

1. **COMMITTEE REPORTS**

**A. Building and Grounds Committee**

Mr. Monfort reported that our landscaper has replaced any plantings from the 2021 landscaping refresh that died over the winter and asked that residents notify him if any were missed.

Mr. Monfort reported that there have been complaints regarding the landscaper spraying chemicals on the plants in sidewalk cracks. Mr. Monfort explained that this spray is an organic pesticide and that the landscaping contract for the Meadows does not include the spraying of chemicals.

Mr. Monfort stated that a few replacement plants are needed in Courts 2 and 5 and that he is currently waiting on a proposal from Lancaster.

Mr. Monfort reported that there were sump pump drains that drain onto the sidewalks and according to the County code, this is not allowed. He proposed working to correct this.

Mr. Monfort stated that there will be a meeting on May 27th at 8:30am regarding the drainage project behind Court 5/6. A representative from Lancaster Landscaping will be present to answer questions regarding the proposed plan to solve the drainage issue.

Mr. Monfort reported that there was a contract approved by the BOD and executed with the landscaper to treat the fungus ridden photinia bushes on Quaker Lane. He stated that since then, Arlington County has announced it is considering replacing ALL of these photinia bushes. Arlington County would like to schedule a walk with homeowner association representatives from Fairlington Meadows and Glen to review this new plan on June 10th. The meeting will take place on Quaker Lane.

**B. Pool Committee**

Mr. Slabinski reported that the pool furniture needs to be set out once delivered. He stated that the 2022 Recreation/Pool Card applications and the 2022 pool rules were sent out to residents via Court Chairs and that we are on track to open the pool on May 28th.

The next Pool Committee Meeting is scheduled for May 23rd at 7pm.

1. **MANAGERS’ REPORTS**

**A. Monthly Management Report**

Ms. Abraham reviewed the management report and stated that Financials are YTD as of April 30, 2022.

Ms. Abraham stated that there were no master insurance policy claims reported this month, however, there was a significant water loss that came from a broken dishwasher hose in a unit on the second floor in a B Building last month. She reminded residents to inspect their appliances and other unit mechanical components on a regular basis to help prevent this type of water damage in the future and hence future claims on our Master Insurance policy by owners or the association.

Ms. Abraham reported that the pool opening was going according to schedule and delays are not anticipated at this time.

Ms. Abraham stated that the recycling service has been reduced from 2 days to 1 day a week as of the end of May as voted by the Board. She stated that the BOD has negotiated additional recycling bins at no extra cost for courts that need them.

Ms. Abraham noted that the current janitorial contract will be expiring in 90 days. She stated that the BOD will need to weigh in on their review of the current janitorial company.

Ms. Abraham stated that the total cash and investments for the Association are $922,619, the YTD income stands at $499,026, the YTD Expenses are $444,066 with a surplus of $54,950 noting further that this was only the 4th month of the year and these numbers were fluid.

She stated that the total reserve account accrued $2,712 in interest.

Ms. Abraham stated that delinquencies of payment of condo fees remains below 2%.

Ms. Abraham gave an overview of where the budget currently stood and read over utilities and a few other line items.

There was a discussion regarding the previously mentioned dishwasher hose that leaked water to the unit below and subsequent use of our master insurance policy by these owners. It was clarified that owners seeking to use the master policy will first need to pay the $10,000 deductible. This is often covered by individual owners' HO6 policies.

1. **OLD BUSINESS** 
   1. **Homeowner Modification Request Since Last Board Meeting – All were APPROVED.**

* 3421 A S. Stafford Street – attic dormer window replacement.
* 4253 S. 35th St. - Radon mitigation system installation.
* 3449 B S. Stafford St. – Hot water heater replacement.
* 3345 A2 S. Stafford St. - Basement waterproofing installation.
  1. **Contracts Approved Since the Last Board Meeting**

There were no new contracts approved by the BOD.

1. **MATTERS FOR BOARD DECISION** 
   * + 1. **EV Charger Stations**

Ms. Gil spoke on the EV Charging stations, stating that they would be placed in Courts 3 and 15.

**MOTION**: Ms. Gil **MOVED** to accept the Meadows Electric Vehicle Task Force’s revised proposal for the creation of two (2) EV charging stations in Courts 3 and 15, the funding for which shall be included in the Meadow’s 2023 budget. She further added that if government funding, whether federal, state, or county to defray the Meadows investment in the EV charging stations becomes available in 2022, the Board will then evaluate whether to move the project into 2022 to take advantage of those funds. The **MOTION** was **SECONDED** by Mr. Spytek and **PASSED** by 3 yay’s and 2 nay’s (3-0-2).

During the discussion, Robin H. gave a rundown on the EV charging stations that would be installed in the community and the research to support this installation.

Mr. Spytek stated that Arlington County is in favor of installing EV Charging Stations and was looking to begin installing them at County recreation centers as part of a ten year plan.

Ms. Adelson commented that the expenditure for the EV Charging Station installations and the expenditure for the asphalt repairs are completely separate expenditures. The asphalt repair is in the budget and is listed in the five year capital needs plan of the Meadows.

1. **MATTERS FOR BOARD DISCUSSION**
2. **Janitorial Contract Renewal Discussion**

Ms. Adelson stated that the janitorial contract would be expiring on July 31, 2022, and that the Board was pleased with their services.

There were questions regarding the extent to which the janitorial staff was responsible for cleaning. This contract is limited to cleaning the B Building hallways only. Cleaning of the pool bathrooms is part of the contract with Atlantic Pool Service.

1. **Painting Cycle in Courts 4-7**

Ms. Adelson stated that the painting cycle is now underway and Court 4 is almost done. Courts 5 and 6 are next to be painted. Kolas has been reminded to tread carefully around the new plantings in Courts 5 and 6.

1. **2nd Recycling Pickup Day Canceled**

Ms. Adelson stated that the 2nd recycling day pickup would be ending on May 26/27 as voted on by the BOD at the prior meeting.

1. **Monthly and Annual Meeting, Potential Switch to “in person” Discussion**

Ms. Adelson stated that virtual meetings are no longer required by state law. There was discussion on how to move forward with this, whether a hybrid, model, or just in person. This was tabled for additional discussion.

1. **FY2023 Annual Budget**

The BOD discussed the need to hire a second full-time maintenance staff member. The BOD deemed this unnecessary stating that Ricky was doing well solo with backup as needed from Steve.

1. **Stairwell at 4271 S 35th St. Odor and Clean Discussion**

Ms. Adelson spoke of an intense and unpleasant odor recurring in this stairwell. Residents need to clean out the common area basement so this area can be fully inspected to determine the cause. It was decided to give residents/owners in this building until July 1st to accomplish this removal with notification by letter from Wee Abraham and placement of letters on doors by Ricky.

1. **Sewer Repair Advocacy Task Force**

Mr. Spamer stated that Arlington County has begun working on sewer repairs. He stated that the County has stated they would be unlikely to enlarge sewers. Mr. Spytek seconded this information. Mr. Spytek related that he had a one-on-one talk with Arlington County Board Chair, Katie Cristol and she said storm sewer replacement is the last resort type of remediation for flooding. Surface water management is the current proposed method to deal with flooding issues. The current Arlington Capital Improvement Plan (CIP) has storm water management for areas of the County flooded in the past 5 years in northern and western parts of the County. This Task Force may want to document flooding in Fairlington to be considered on future 10 year CIP plans.

1. **ESTABLISHMENT OF NEXT BOARD MEETING – June 15, 2022**
2. **EXECUTIVE SESSION**

**MOTION:**  Ms. Adelson **MOVED** to convene again into Executive Session at 9**:03pm** to discuss the monthly delinquency report and the budget. The **MOTION** was **SECONDED** by Mr. Spamer and **PASSED** by unanimous consent.

**MOTION:**  Ms. Adelson **MOVED** to reconvene into Open Session at 9**:19pm**. The **MOTION** was **SECONDED** by Ms. Gil and **PASSED** by unanimous consent.

1. **ADJOURNMENT**

**MOTION:** Ms. Adelson **MOVED** to adjourn at **9:19pm.** The **MOTION** was **SECONDED** by Ms. Gil and **PASSED** by unanimous consent.

Respectfully Submitted by: Minutes Services