

FINAL

**FAIRLINGTON MEADOWS
BOARD OF DIRECTORS
VIRTUAL MEETING Via Zoom
Wednesday, February 21, 2024
7:00pm**

COMMITTEE MEMBERS PRESENT

Donald Spamer, President
Charles Monfort, Vice President
Frona Adelson, Secretary
CA Rector, Treasurer
Joseph Spytek, Member-at-Large

BOARD MEMBERS ABSENT

MANAGEMENT PRESENT

Ann Palbalkar, Portfolio Manager, CMC

OTHERS IN ATTENDANCE:

John Rosenberg, Minutes Services
Margaret Rhodes, B&G Committee Chair
Michele M.
David A.
Chuck E.
Cynthia P.
Ed H.
Brian M.
Bobby S.
Patrick Y.
Mathew T.
Dave L.

I. CALL TO ORDER

Mr. Spamer **CALLED** the meeting to order at 7:00pm, noting a quorum had been met with all board members present.

II. APPROVAL OF AGENDA

MOTION: Mr. Spamer **MOVED** to **APPROVE** the agenda as amended to reflect authorizing the ordering of Recreation cards. The motion was **SECONDED** by Ms. Rector and **PASSED** unanimously.

III. HOMEOWNERS' OPEN FORUM

- Michele M. commented on the previous board meeting and expressed concern that the behavior of some board members showed a lack of respect for homeowners in attendance. She spoke of her displeasure over the removal of evergreen trees and stated that another bid should be sought concerning the B Building carpeting and painting project. Michele M. also said that it would be a good idea to have a second open forum segment towards the end of board meetings.
- Chuck E. asked about receiving information on the bylaw amendment that was not passed at the last board meeting and when the notice will be distributed. Mr. Spamer responded that it had been received from legal and the board must now attend to the matter.
- Margaret R. echoed Michele M's. idea of conducting a second open forum towards the end of board meetings, as well as sharing Michele M's desire to maintain native evergreens.
- Patrick Y. asked about roofing repairs and the Meadows' fixing his wall damage. Mr. Spamer said a proposal should be brought to the board. Ms. Palbalkar asked him for photos and estimates.

IV. MINUTES

Approval of January 17, 2024, board meeting minutes.

- A. Acceptance of December 6, 2023, B & G Committee minutes.

MOTION: Mr. Spamer **MOVED** to **APPROVE** the January 18, 2024, board meeting minutes. It was **SECONDED** by Ms. Rector and **PASSED** by unanimous consent.

MOTION: Mr. Spamer **MOVED** to **ACCEPT** the December 6, 2023, Buildings and Grounds Committee meeting minutes. It was **SECONDED** by Ms. Rector and **PASSED** by unanimous consent.

V. COMMITTEE REPORTS

- A. Buildings and Grounds Committee Update

Ms. Rhodes spoke of a walking tour of Courts 10 and 12 yesterday evening and another one on Saturday, beginning in Court 10. It is hoped that the board will approve the plantings at its March meeting. She provided a briefing on the lesser celandine removal project, as well as the County clearing out dead trees and planting new evergreens along Quaker Lane.

Mr. Spamer asked if the County has a plan to ensure that the new trees don't prematurely die. Ms. Rhodes outlined the committee's plan to augment the County's watering schedule as it is insufficient to maintain the trees.

- B. Pool Committee Update

Ms. Adelson reported that the current pool chair Bonnie Crouch, has agreed to serve again this season.

VI. MANAGER'S REPORT

- Ms. Palbalkar reported that there have been no new master insurance claims. There has been talk regarding certain units that are confronting indoor/outdoor issues.
- The association owner occupancy rate has held firm at 76% since July 2023.
- Ms. Palbalkar discussed recurring contracts.
- Ms. Palbalkar delivered the December 2023 Financial Review.

VII. OLD BUSINESS

A. Homeowner Modification Notifications

- 3439 S. Utah Street – Heat pump replacement.
- 3421 S. Utah Street – Wood floor refinishing.
- 4217 S. 35th Street – Bathroom renovation.
- 3415 A S. Stafford Street – Rear door replacement.
- 3441 B2 S. Stafford Street – Bathroom renovation.

B. Variance Requests

- 4235 S. 35th Street – Kitchen remodel with wall removal.

Documentation has been received.

MOTION: Mr. Spamer **MOVED** to **APPROVE** the kitchen remodel request at 4235 S. 35th Street. The motion was **SECONDED** by Mr. Monfort and **PASSED** unanimously.

VIII. MATTERS FOR BOARD DECISION

A. Doorbell Policy

- Legal has provided its final review.
- Mr. Spytek questioned a sentence stating that licensed electricians must do the installations, stating that this should not be necessary as these are low-voltage devices. The sentence was stricken.
- Mr. Monfort underscored that the most important consideration is that the holes for the doorbell wires go through mortar and not brick.
- Ms. Adelson will secure all the necessary signatures on the document.

MOTION: Mr. Spytek **MOVED** to **APPROVE** the doorbell policy as amended with the sentence removed stating that licensed, insured, and bonded electricians must conduct the installations. The motion was **SECONDED** by Mr. Monfort and **PASSED** unanimously.

B. Katchmark Roof Leak Repair, 3449 A S. Stafford St.

MOTION: Mr. Spamer **MOVED** to **APPROVE** the contract in the amount of \$1200. The motion was **SECONDED** by Ms. Adelson and **PASSED** unanimously.

C. Pro-Pave Sidewalk Repair.

- Mr. Spytek noted that the correct address is 3303 S. Stafford St.
- Ms. Adelson stated that all future sidewalk contracts should give the address of where the work is to be done.

MOTION: Mr. Spamer **MOVED** to **APPROVE** the Pro-Pave sidewalk repair contract at Court 2, outside of 3303 S. Stafford St., in the amount of \$3000. The motion was **SECONDED** by Ms. Adelson and **PASSED** unanimously.

D. Katchmark Rain Diverter and Roof Vent Repair

MOTION: Mr. Spamer **MOVED** to **APPROVE** the Katchmark rain diverter and roof vent repair contract in the amount of \$1200. The motion was **SECONDED** by Ms. Rector and **PASSED** unanimously.

E. Kolas Gutter Repair and Squirrel Damage Repair

- Ms. Adelson abstained from the vote.
- Mr. Spamer noted that this is an off-cycle repair, and more such repairs will be conducted during the painting cycle.

MOTION: Mr. Spamer **MOVED** to **APPROVE** the Kolas gutter repair and squirrel damage repair contracts in the amount of \$3100. The motion was **SECONDED** by CA Rector and **PASSED** with one abstention.

F. Painting Cycle Courts 8-11

- Mr. Spamer noted that this cycle gets the association back on its regular painting cycle.
- CA Rector talked about contractors damaging the landscaping during the last painting and suggested the Meadows conduct oversight of their work. The maintenance manager will be instructed to provide oversight.

MOTION: Mr. Spamer **MOVED** to **APPROVE** the Kolas painting contract for Courts 8-11 in the amount of \$117,661. The motion was **SECONDED** by Ms. Rector and **PASSED** unanimously.

G. Lancaster Contract for Lesser Celandine Removal

- Mr. Monfort asked if these treatments would be a multi-year effort. Ms. Rhodes stated that it most likely will have to occur yearly.
- Mr. Spamer said that notice of these treatments must be given as it involves the use of pesticides.

MOTION: Mr. Spamer **MOVED** to **APPROVE** the Lancaster contract for lesser celandine removal in the amount of \$1200. The motion was **SECONDED** by Mr. Monfort and **PASSED** unanimously.

H. Printing of Pool Passes

MOTION: Mr. Spamer **MOVED** to **APPROVE** the printing of pool passes in the approximate amount of \$100. The motion was **SECONDED** by Ms. Adelson and **PASSED** unanimously.

I. Kolas Carpeting/Painting

- Mr. Spamer spoke of his support for doing this work in two stages over a period of two years. He has compiled a list of B buildings and the order in which they will be addressed.
- Mr. Spamer talked about the board having a good history of working with this contractor and, hence, his desire not to seek other bids. Mr. Spytek underscored that two other contracting companies had visited the community but did not come forward with proposals.
- Mr. Spamer noted that a lot of exterior doors do not close well, though this matter is not in the contract under consideration.

MOTION: Mr. Spamer **MOVED** to **APPROVE** the Kolas carpeting and painting contract with the two-year option. The motion was **SECONDED** by CA Rector and **PASSED** unanimously.

IX. **MATTERS FOR BOARD DISCUSSION**

A. EV Charging Pedestal Update

Mr. Spytek said that the County has inspected the chargers and verification was given that the units are safe. He addressed a billing issue that was resolved, and EV charger

monies are soon to be forthcoming for the community once additional paperwork has been filled out.

Mr. Spytek talked about a hang tag for Meadows' residents for using the charging station. The Maintenance Manager is distributing these tags.

Mr. Spytek referenced bushes that are being installed around the equipment via the efforts of the B&G Committee.

B. Unauthorized Outdoor Outlets

Mr. Spamer spoke of the continued presence of unauthorized outdoor electrical outlets. Ms. Adelson talked about a letter that was drafted and is to be sent to the owners of these seven units not in compliance. Legal advises that a cost estimate be included in these letters. The Maintenance Manager will be tasked with getting this estimate. Mr. Monfort suggested using Mr. Spytek's personal experience with this matter, in which the cost was approximately \$1000.

C. Recreation Card Distribution and Application

Ms. Adelson noted the loss of court chairs as complicating the card distribution process. Discussion ensued about various alternative approaches. Ms. Adelson underscored that in addition to distributing the cards, there is also a desire to find a way of updating the Meadows CMC database, getting insurance inventory forms filled out, and moving more people onto TownSq. Ms. Palbalkar spoke of an ongoing challenge in communicating with owners.

Mr. Spamer summed up the discussion by saying that the board is willing to volunteer its own time, set up office hours, and try to secure the insurance information, as well as contact information. A schedule will be created.

D. Revising Rules on Decorations/Flags

Mr. Spamer noted the wording of the rules and in finding a way to avoid arbitrary enforcement. Mr. Monfort recommended enforcing the rules as they currently stand until such a time as they are changed.

Discussion ensued about infringing on group standards. CA Rector put forth an approach that does not address the issue of content. She spoke of the board not finding itself in the position of having to project into the future on ever-changing decorations and the like.

Mr. Spamer said that if the rules are going to be reviewed, then they need to be clear and avoid the impression of containing any value judgment. Rules should be "content

neutral.” He also noted the wide range of items that can be deemed problematic. Mr. Spamer stated that this issue needs to be looked at carefully and deliberatively, as it is a “legal minefield.” Any prospective actions on these matters will be run past legal.

Mr. Monfort exclaimed that if the rules are to be changed, then they should be written in such a manner that they are clearly understood as to what can/cannot be done. Being vague will only lead to these decisions having to be made ad nauseum.

E. B&G Committee Posting on TownSq

Ms. Palbalkar will arrange it so that the B&G Committee Chair can post on TownSq.

F. Lifeguard Recruitment

Atlantic Pool Service asked for help in recruiting. Prospective candidates should contact the board. An announcement in this regard has been posted on TownSq.

G. Surveys

Mr. Spytek said that he has two surveys ready, one dealing with the topic of in-person and online board meetings. He also said that the wording is in place on a survey of community interests.

X. **NEXT MEETING**
March 20, 2024

XI. **EXECUTIVE SESSION**

MOTION: Mr. Spamer **MOVED** to **convene** into executive session at 8:55pm to discuss topics contained in the agenda. The motion was **SECONDED** by Ms. Adelson and **PASSED** unanimously.

MOTION: Mr. Spamer **MOVED** to **reconvene** into an open session at 9:21pm. The motion was **SECONDED** by Ms. Rector and **PASSED** unanimously.

XII. **ADJOURNMENT**

MOTION: Mr. Spamer **MOVED** to **ADJOURN** the meeting at 9:22pm. It was **SECONDED** by Ms. Adelson and **PASSED** by unanimous consent.

Respectfully submitted by Minutes Services.

