

Final

**FAIRLINGTON MEADOWS
BOARD OF DIRECTORS
VIRTUAL MEETING
Via Zoom
Wednesday, March 20, 2024
7:00pm**

COMMITTEE MEMBERS PRESENT

Donald Spamer, President
Charles Monfort, Vice President
Frona Adelson, Secretary
CA Rector, Treasurer

BOARD MEMBERS ABSENT

Joseph Spytek, Member-at-Large

MANAGEMENT PRESENT

Ann Palbalkar, Portfolio Manager, CMC

OTHERS IN ATTENDANCE:

John Rosenberg, Minutes Services
Margaret Rhodes, B&G Committee Chair
Bonnie Crouch, Pool Committee Chair
Michele M.
David A.
Chuck E.
Cynthia P.
Ed H.
Ed. G.
Brian B.
Olivia
Patrick Y.
Bobby S.

I. **CALL TO ORDER**

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

II. **APPROVAL OF AGENDA**

MOTION: Mr. Spamer **MOVED** to **APPROVE** the agenda as amended to reflect the watering of Quaker Lane plantings by Arlington County, a timeline for the next Messenger, the Tennis report, and a variance request at 4102 33rd Street. The motion was **SECONDED** by Mr. Monfort and **PASSED** unanimously.

III. HOMEOWNERS' OPEN FORUM

- Mr. Girovasi asked as to the status of reaffirming what it takes to amend the bylaws. Mr. Spamer said that a document that addresses this is being edited. Mr. Girovasi expressed his dissatisfaction with the survey.
- Ms. Rhodes spoke of including the front common areas of units in the annual spring clean-up. She voiced her opposition to regulations that would permit clutter. Ms. Rhodes expressed concern over how the survey was designed. She talked about vinyl and frosted glass doors and windows, both of which appear on this evening's agenda, as inappropriate materials for the community. Lastly, Ms. Rhodes emphasized her support for having a water truck augment the watering cycle by the County along Quaker Lane.
- Chuck E. talked about the unattractiveness of certain wood in B Buildings.
- Michele M. extolled the work of Ms. Rhodes in the plans for Courts 10 and 12. She expressed dissatisfaction over the recent survey and applauded the supplementary watering of plants along Quaker Lane.
- A comment was made about how roofing work creates hazardous lawn conditions, especially for barefoot children. The resident asked if roofing companies could lay down a tarp.
- David A. talked about the B Building stairs and its wood on the stairs being 80 years old. He cautioned against a plan to distribute pool passes on a rotational basis by board members themselves, as opposed to court chairs, because it will be a burdensome and unwieldy process given the scale of the community.
- Rachel T. talked about Court 10 and 12 landscaping proposals and voiced her displeasure over a holly tree removal, citing safety, security, and privacy issues. She suggests establishing a pruning regimen rather than seeing the tree removed.
- Cynthia P. said that changing the long-established pool card practice is unwise. Cynthia P. stated that it would be good to have a written definition of how the board makes decisions on modification requests. She also noted that the descriptions used in these modification requests are minimally worded, and having a bit more detail from homeowners on the extent of the proposed work would be helpful. Cynthia P. echoed Ms. Rhodes' comments on window guidelines and cautioned against setting a precedent on matters such as the installation of frosted glass in bathrooms. She underscored that window replacement is an exterior issue and that the board must sign off on any such work. Cynthia P. spoke of her approval for supplementing the county's watering of plants along Quaker Lane and of maintaining prohibitions against individuals leaving personal property and ornamental items in front yards.

IV. MINUTES

A. February 21, 2024, Board Meeting Minutes

MOTION: Mr. Spamer **MOVED** to **APPROVE** the February 21, 2024, board minutes as amended. It was **SECONDED** by Ms. Adelson and **PASSED** by unanimous consent.

B. Special Meeting, March 4, 2024, Meeting Minutes

MOTION: Mr. Spamer **MOVED** to **APPROVE** the March 4, 2024, Special Meeting minutes. It was **SECONDED** by Ms. Rector and **PASSED** by unanimous consent.

C. Acceptance of February 7, 2024, B&G Committee Meeting Minutes

MOTION: Mr. Spamer **MOVED** to **ACCEPT** the February 7, 2024, B&G Committee meeting minutes. It was **SECONDED** by Ms. Adelson and **PASSED** by unanimous consent.

V. COMMITTEE REPORTS

A. Buildings and Grounds

Ms. Rhodes talked about having plans and quotes in place for the Courts 10 and 12 rejuvenation projects. She spoke of several options with the holly tree in question and that during the last B&G Committee hearing the sentiment was in favor of retaining the tree. Ms. Rhodes reported that within the next two weeks, the County will remove and replace dead trees on Quaker Lane. Ms. Rhodes said that B & G is looking at landscaping screening options for the EV chargers as people are leaving their headlights on when charging.

B. Pool Committee

Ms. Adelson and Pool Chair Bonnie Crouch talked about the lifeguards extending their breaks from five to 15 minutes. Discussion ensued about 10-year-olds having their pool passes and bringing guests. Bonnie spoke of adding deeper cleaning of the existing pool deck tables to the existing pool area cleaning contract. Ms. Adelson addressed a period whereby schools are out and the pool attendance by children is extremely high. An effort to limit this crowding should be undertaken. Mr. Monfort referenced that he never once had to display his pool pass during the last season, so the enforcement of pool access is limited to non-existent. Ms. Adelson said that the pool contractor reports no difficulties in hiring lifeguards.

Mr. Spamer took the occasion to remember placing an announcement on TownSq seeking Pool Committee volunteers.

C. Tennis Committee

Ed G. spoke of power washing the tennis courts, and talked about the importance of hiring a contractor that understands tennis courts so that they don't destroy the surface via improper cleaning.

VI. MANAGER'S REPORT

- Ms. Palbalkar reported on the January 2024 financials. February's report came in today.
- The association owner occupancy rating has held firm since July 2023, registering a rate of 76%.
- The 2023 draft budget audit will be presented to the community once more information is received.

VII. OLD BUSINESS

A. Homeowner Modification Notifications

- 3455 S. Stafford Street – Repair of rear foundation/patio.
- 4320 S. 34th Street – Basement shower renovation.
- 4217 S. 35th Street – Window replacement and remodel.

Mr. Monfort stressed that homeowners are not required to provide more than very basic information on the extent of their inside modifications as no board approval is required.

B. Variance Requests

- 3421 S. Stafford Street – Window replacement.

MOTION: Mr. Monfort **MOVED** to **APPROVE** the window replacement. The motion was **SECONDED** by Ms. Rector. Mr. Spamer abstained from voting. The motion **PASSED** 3-0-1.

- 4102 S. 33rd Street – Window replacement.

The homeowner and board discussed an obscured glass bathroom window variance.

MOTION: Mr. Monfort **MOVED** to **APPROVE** the window replacement, with the removal of the capping of the window sill. The motion was **SECONDED** by Ms. Rector. The motion **PASSED** unanimously.

- 3414 S. Stafford Street - Window replacement and remodel.

The homeowner outlined the request.

MOTION: Mr. Spamer **MOVED** to **APPROVE** the window replacement and remodel with the proper County permits and according to existing codes. The motion was **SECONDED** by Ms. Adelson. The motion **PASSED** unanimously.

VIII. **MATTERS FOR BOARD DECISION**

A. Amendment of Window Replacement Guidelines to remove vote requirement.

- Mr. Spamer talked about the proposal to remove certain language regarding a vote requirement and conform to other replacement policy guidelines.

MOTION: Mr. Spamer **MOVED** to **AMEND** the window replacement guideline to remove the official vote requirement. The motion was **SECONDED** by Mr. Monfort and **PASSED** unanimously.

B. Katchmark Contract – Roof Repair 3441 S. Stafford and Pool House \$1,200

C. Lancaster Contract - Court 10 Landscaping Rejuvenation – \$27,795

MOTION: Mr. Monfort **MOVED** to **APPROVE** the Court 10 landscaping plan and proposal, with the condition that the contractor provide the board with the final landscaping drawing. **SECONDED** by Ms. Rector and **PASSED** unanimously.

D. Lancaster Contract – Option 1: \$16,857.50 or Option 2: \$18,177.50

- Mr. Spamer outlined the two plans.
- Mr. Monfort talked about the B&G Committee's actions on this matter. He spoke of reviewing and adopting revised guidelines and then recommended taking out a holly tree in question via Option 2. Mr. Monfort noted the extra cost that will be incurred every other year should Lancaster have to prune the tree.
 - CA Rector said that the guidelines should not rule under exceptional circumstances such as with this matter. She cautioned against being rigid in following guidelines and recommended Option 1.
 - Ms. Adelson said to follow the guidelines and take out the tree in question and that she would support Option 2.

- Ms. Rhodes said to monitor the situation and keep pruning the tree.
- Discussion ensued on two options with a cedar tree.
- Ms. Rhodes suggested not removing the cedar tree in question until fall, given nesting considerations. She also spoke of checking the ewes for any sign of nesting.

MOTION: Mr. Spamer **MOTIONED** in favor of removing the holly tree in question. The motion was **SECONDED** by Ms. Adelson and was **PASSED**.

MOTION: CA Rector **MOVED** to **APPROVE** to remove and replace the cedar tree in question. The motion was **SECONDED** by Mr. Spamer and **PASSED** unanimously.

- Mr. Monfort addressed two small ewe trees in Court 12 that have been disfigured by improper pruning and, he believes, should be taken out and replaced with new plants. The B&G committee has voted not to remove these trees but to install suitable plants at their base.
- Ms. Rhodes talked about retaining the ewes. She noted the presence of an identical ewe that was retained and rejuvenated in Court 15. Ms. Rhodes expressed support for the landscaper's suggestion of planting around the base of the two trees.

MOTION: Mr. Monfort **MOVED** to **AMEND** the Court 12 landscaping plan to remove two ewe trees at 3401 and 3411 S. Utah Street, and to remove the planting of a different plant species at the base of the ewe trees, and to plant white camelia. Amend the cost of the plan to \$18,897. The motion was **SECONDED** by Ms. Adelson and was **PASSED**.

MOTION: Mr. Spamer **MOVED** to **APPROVE** the Court 12 landscaping plans with the holly tree removal option, the cedar tree removal option, and the removal and replacement of the ewes with camellias in the amount of \$18,897, with the proviso that Lancaster does not disturb active nests. The motion was **SECONDED** by Ms. Rector and **PASSED** unanimously.

- E. Katchmark Contract – Roof Repair 4311 S. 35th Street, Court 9 and 3331 S. Stafford Street \$1200.

MOTION: Mr. Spamer **MOVED** to **APPROVE** the Katchmark roof repair contract for \$1200. The motion was **SECONDED** by Ms. Rector and **PASSED** unanimously.

- F. Katchmark Chimney Cap Proposal for 10 Custom made aluminum Chimneys- Option 1 \$17,000 or Option 2 \$22,000
- Tabled

- Mr. Monfort noted that a proposal from another company remains forthcoming.

G. Atlantic Pool Service contracts (4).

- Ms. Adelson outlined the particulars of the four pool repair contracts, noting a new footboard needs to be installed at the base of the lifeguard stand in the amount of \$50.75.
- A main drain vacuum line valve replacement, in the amount of \$590.
- Replacement of a part where dust accumulates, in the amount of \$2000.
- Replacement of an aging basketball unit in the amount of \$975.
- Total of all four contracts, plus \$235 in shipping: \$5175.

MOTION: Mr. Spamer **MOVED** to **APPROVE** the four Atlantic Pool Service contracts in the amount of \$5175. The motion was **SECONDED** by Ms. Adelson and **PASSED** unanimously.

H. Quaker Lane supplementary watering.

- Mr. Monfort provided background on the watering needs of new trees along Quaker Lane, as the County watering schedule will be insufficient to ensure the survivability of the trees.
- The company that will do the watering is the same as that currently used by the County in both planting and watering these trees.
- CA Rector stated that the Labor Day end date of this supplementary watering might be too early as hot weather usually persists throughout the month of September.
- Ms. Adelson expressed her discomfort in spending money on watering Arlington County plantings using association funds.
- Ms. Rhodes spoke of County budget cuts and said that the community is fortunate to receive these plants.

MOTION: Mr. Monfort **MOVED** to **APPROVE** the contract for supplemental watering of the trees along Quaker Lane in the amount of \$1666.70. The motion was **SECONDED** by Ms. Rector and **PASSED** by a vote of 3-1.

IX. **MATTERS FOR BOARD DISCUSSION**

A. EV Charging Station Update

Ann Palbalkar provided billing and equipment updates.

A. 4200-4204 S. 34th Street Drainage Issues

Mr. Monfort and Ms. Rhodes spoke of a low sidewalk that regularly floods and drains poorly, thus impacting three units. Mosquito breeding was also referenced as a problem associated with this drainage issue.

Board members concurred that someone with greater expertise on these matters needs to assess this situation. Ed H. volunteered to take this issue to the County.

B. Survey

CA Rector gave a presentation on the recent survey, noting 167 responses.

- Residents expressed approval for replacing the external wood trim on our buildings with a man made material. As a future reference in efforts like this, more information should be provided for residents to consider.
- Support for trash corrals was low.
- Improved drainage is rated as a priority.
- Opinions were sharply divided on tree policies.
- A question on increasing the reserve fund contributions received a resounding no, though many questions arise as to what respondents truly believe. CA Rector raised the possibility of conducting workshops to educate residents on the reserve fund better, and of spending matters.
- Other comments from the community were wide-ranging, from mosquito control to the building of a picnic pavilion.
- Mr. Monfort underscored that the survey was intended only to get a general sense of what the community is thinking.
- The survey results and slides will be posted on the website.

C. B & G Spring Cleaning of Common Areas

The annual spring cleaning event will take place April 4-5. Discussion ensued about the extent of the cleaning effort in the front common areas of units.

D. Katchmark Landscape Repair Issues following Court 14 Roof Replacement

The contractor agreed to monitor the issue and to use the community's landscaper if so desired.

E. Fire Sprinkler Inspection

Ann Palbalkar has provided the Board with a list of potential vendors. If these vendors are unresponsive then additional vendors will be sought to get the work completed.

F. B Building Stairwell Refresh

Ms. Adelson said this is moving forward. Kolas is ordering materials. No dates for the work to begin have been set.

G. May Messenger Timeline

Ms. Adelson said that she wants to send any articles for the May Messenger to the editor, Brigitte, NLT April 3rd.

X. **NEXT BOARD MEETING**

April 17, 2024

MOTION: Mr. Monfort **MOVED** to hold the April 17, 2024, Board meeting in person pending FCC availability. The motion was **SECONDED** by Ms. Rector and **PASSED** unanimously.

XI. **EXECUTIVE SESSION**

MOTION: Mr. Spamer **MOVED** to **convene** into Executive Session at 10:15pm to discuss topics contained in the agenda. The motion was **SECONDED** by Ms. Rector and **PASSED** unanimously.

MOTION: Mr. Spamer **MOVED** to reconvene into Open Session at 10:36pm. The motion was **SECONDED** by Ms. Adelson and **PASSED** unanimously.

XII. **OPEN SESSION**

The Board discussed delinquencies, violations, legal matters, and owner requests.

MOTION: Mr. Spamer **MOVED** to **APPROVE** the Patrick Yellin, Handy Mandy reimbursement for roof leak damage in the amount of \$650. The motion was **SECONDED** by Ms. Rector and **PASSED** unanimously.

XIII. **ADJOURNMENT**

MOTION: Mr. Spamer **MOVED** to **ADJOURN** the meeting at 10:37pm. It was **SECONDED** by Ms. Rector and **PASSED** by unanimous consent.

Respectfully submitted by: Minutes Services.