

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
SOUTH FAIRLINGTON COMMUNITY CENTER
JULY 21, 2004

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| IN ATTENDANCE | John Thurber | - President |
| | Judy Pisciotta | - 2 nd Vice President |
| | Paul Kealey | - Treasurer |
| | Diane Thurber | - Recording Secretary |
| | Bob Kirk | - Interim Community Manager, CMC |
| | Jack Clark | - Maintenance Manager |
| | Lisa Farbstein | - Co-Chair, B&G Committee |
| | David McCarville | - 3445A S. Stafford Street |
| | Elaine Rudick | - 3423 S. Utah Street |
| | Elizabeth Harvey | - 4241 S. 35 th Street, B-1 |
| Russell Garth | - 3445 S. Utah Street | |

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

APPROVAL OF MINUTES By MOTION duly MADE, SECONDED and CARRIED, the minutes of the April 28, 2004, and June 14, 2004, meetings were approved as submitted.

RESIDENTS' FORUM

CRABAPPLE TREE Resident contacted the Board to call to their attention problems being caused by a fruit-bearing tree in front of his unit. The Board agreed to ask arborist to evaluate the tree and make a recommendation re: trimming or removal. Once the Board has that recommendation, they will contact the resident with their decision.

SEWER BACK-UP Resident related her recent experience with a sewer back-up into her unit. Eddie's Plumbing was very helpful to her at the time. They went back a couple of days later and "determined the pipe was a mess." She is "hoping the Board will take care of it." Advised that this item was on the Board's agenda and that they would be discussing this sewer problem and another one later in the meeting. Resident did not remain for that discussion; Mr. Kirk will call her to let her know the Board's decision.

RENOVATION REQUEST Resident presented a proposal for interior renovations to the attic space in her unit, including removal of existing wood paneling and dropped ceiling, installation of drywall, and electrical and finish work. The job is expected to take five to eight days. By MOTION duly MADE, SECONDED and CARRIED, the Board approved the proposal to perform minor renovations to the second floor of the unit. Resident was cautioned not to allow contractors to drive on the lawns and to be careful of the inside of the building.

REPLACEMENT WINDOWS By MOTION duly MADE, SECONDED and CARRIED, the Board approved resident's request for replacement windows in his unit, with the reminder that wrapping the sills is prohibited, per the Meadows' Window Replacement Guidelines..

B&G COMMITTEE In response to the Committee's request for status reports on a number of items, the Board reported the following:

- The Board is waiting for additional bids for a roof replacement on S. Utah Street.
- Window air conditioner installed on S. 35th Street has been removed.

- Mr. Kirk will contact DEC to schedule the carpet cleaning in the B-buildings.
- Letter will be sent to an owner on S. 35th Street re: trimming the tree in the patio. The original letter was inadvertently mailed to the wrong address.
- The Board will review the information provided by the Committee re: mailbox replacement priorities, and asked the Committee to monitor any additional problems with the boxes.
- It is believed that a set of replacement windows on S. Stafford Street is not in compliance with the Replacement Window Guidelines in that some or all of the woodwork was covered in either aluminum or vinyl. The windows will be examined, and if found not to be in compliance, a letter will be sent.
- Owner on S. Stafford Street has indicated that he will comply with the Board's request to clean up his patio within the next thirty days.
- The new sidewalks in Courts 8 and 14 are still under warranty. An examination of those sidewalks and the curbs will be done to check for cracks, spalling, crumbling, etc.
- Mr. Kirk will send a letter to an owner on S. Stafford Street whose front storm door is not properly installed.
- The Board would like an independent assessment from a third party re: lining the sewer pipes. Ideally, each line would be checked with a camera to create a priority list. The Board intends to institute a capital improvement plan for this project.
- Mr. Hochstein will be placing on the B&G page of the new Meadows web site the two resident request forms that the Committee drafted.

The Committee would like to move forward with pruning of major trees and removal of some hemlocks. September is the goal for getting the work done. Mr. Kirk indicated that the scope of the work will be clarified at the August 2 meeting between himself and B&G Co-Chair Chuck Edwards, and following that, he will put it out for bid.

There is a long white PVC pipe coming out of the front of a B-building unit on S. 35th Street, believed to be connected to an interior sump pump, for which permission was not sought. Until recently, the pipe was hidden by bushes and ground cover, which were recently removed. Board member will look at the pipe and report at the next meeting.

Unit on S. Stafford Street has an incorrect kitchen replacement window.

SEWERS

JED Mechanical submitted proposals for the repair and lining of two sewer lines, both on S. Utah Street. Eddie's ran a camera through each line and determined that they are in bad shape; the one in Court 11 is the highest priority. Prior to lining, each needs a section repaired. Discussion of proposals. The Board would like to see firm prices and not estimates, and asked Mr. Kirk to expedite the receipt of a more formal proposal. By MOTION duly MADE, SECONDED and CARRIED, the Board voted to proceed with the repair and lining of the two aforementioned sewer lines, once JED Mechanical gives us a "best and final offer." In furtherance of this project, Mr. Clark will compose a list of problem lines and ask Eddie's to camera a few to determine a priority list, which will be presented to the Board.

PAINTING

The Board discussed the three estimates received for the next paint Cycle, to include Courts 1, 2, 11, 12 and 13. By MOTION duly MADE, SECONDED and CARRIED, the Board voted to accept the proposal of Palmer Brothers dated July 2, 2004. Resident stated re: painting his unit that "last time some of the job wasn't done very well. The door has peeled since they painted. It was starting to rain." The Board advised that there are warranties on the work, so residents should report any problems.

SATELLITE DISH VIOLATION

Satellite dish in patio on S. 35th Street has been removed from the fence.

- LAWN DAMAGE** A letter was sent to an owner on S. Utah Street, for damaging the lawn in that area. Was the Association ever reimbursed for repairing that damage? Mr. Kirk will determine the status of this issue.
- AUDIT** Review of Auditors' report in preparation for Annual Meeting.
Discussion items included a possible overbilling for sewer work on S. 35th Street, filing of federal income tax returns, and 2005 assessments. Board also requested a presentation of our reserve schedule by CMC at a future Board meeting.
- FOUNDATION REPAIR** The Board reviewed the proposal submitted on behalf of homeowner to repair a rear foundation leak. By MOTION duly MADE, SECONDED and CARRIED, the Board approved the proposal of Portugal Construction to seal the rear foundation wall at unit on S. Stafford Street per the specifications set forth therein and at the homeowner's sole expense, contingent upon proof of homeowner's insurance to cover any problems that may occur as a result of this contract.
- NEXT MEETING** Wednesday, August 25, 2004, at the FCC. Executive Session starts at 7:00 p.m., followed by the regular meeting, beginning with Residents' Forum.
- ADJOURNMENT** By UNANIMOUS CONSENT, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Diane Thurber
Recording Secretary