

**FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
SOUTH FAIRLINGTON COMMUNITY CENTER
NOVEMBER 30, 2005**

- IN ATTENDANCE**
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|-----------------|---------------------------------------------|
| John Thurber | - President |
| David Andrews | - 1 st Vice President |
| Judy Pisciotta | - 2 nd Vice President |
| Bryan Hochstein | - Secretary |
| Lisa Farbstein | - Treasurer/B&G Committee Liaison |
| Diane Thurber | - Recording Secretary |
| Paul Leddy | - Community Manager, CMC |
| Tim Hawkins | - Vice Pres., Global Pipeline Systems, Inc. |
| Jeremy Bowman | - President, US Sewer & Drain |
- CALL TO ORDER AND QUORUM** The meeting was called to order at 7:00 p.m. Quorum established.
- EXECUTIVE SESSION** By MOTION duly MADE, SECONDED AND CARRIED, the meeting was moved into Executive Session to discuss personnel compensation issues and a delinquent account. Following discussion, at 7:37 p.m., by MOTION duly MADE, SECONDED and CARRIED, the meeting was moved out of Executive Session and into regular session.
- FROM EXECUTIVE SESSION** By MOTION duly MADE, SECONDED and CARRIED, the Board voted to approve the compensation and benefits packages for 2006 for Mr. Clark and Mr. Ramirez, as discussed.
- APPROVAL OF MINUTES** By UNANIMOUS CONSENT, the minutes of the October 4, 2005, meeting were approved, as submitted.
- SEWER LINING** Messrs. Hawkins and Bowman presented their proposal to the Board for relining the sewer laterals. They described the products they use and the method of installation. The lines will be televised, cleaned and measured, and any intruding roots removed; they will check for any off-set joints or collapses. The liner will not make the interior diameter of the pipe too small because our pipes are 4" diameter, and 3" pipes are now the norm. Even if a section of pipe has crumbled, the liner will follow the tunnel and essentially create a new pipe; if water is flowing through the pipe, they can get a liner through. They understand that the Board is concerned about the landscaping, and gave assurances that there will be no driving on the lawns; they park their equipment on the street and mobilize from there. The next step is to prepare specs for the project, for review by an engineer. Work could begin in February. Installations have been performed in -10° weather; even at that temperature, the interior of the pipe is about 60°.
- B&G COMMITTEE**
- Valley Crest will pay to repair the clean-out covers that were damaged by their aerating machine. In the future, the covers will be identified with stakes so the machine can go around them.
 - The Committee received a proposal for the removal of three trees in Court 11, which are overhanging buildings and causing water problems. By MOTION duly MADE, SECONDED and CARRIED, the Board voted to accept the proposal from Hook's Services, as referenced above. The Court Chair will notify the residents in the court that the trees will be removed. A small cedar tree in Court 8 will be removed at no additional charge.

- At its June 6, 2005, meeting, the Board approved a proposal from Valley Crest to correct a drainage problem behind 3462 S. Stafford Street, but the work was never completed. Valley Crest is now prepared to proceed; the only change to the proposal is that mulch will be used rather than seed since the area is too shady for grass.

- Fences are not included in the regular painting contract, and in the last two painting cycles, the fences were not stained. Mr. Clark will conduct a fence inspection of those units and report their condition to the Board.

- Many of the shutters are mismatched, even on the same window. There was discussion of matching them up during the painting cycle. This is a project that can be handled by our on-site crew. Mr. Leddy will discuss with Mr. Clark matching the shutters on the buildings in the immediate past painting cycle.

- The Committee is working up a set of "Frequently Asked Questions" for its page on the Association's web site. Mr. Andrews will forward an electronic copy of the Bylaws to the webmaster for posting.

ROOFS By MOTION duly MADE, SECONDED and CARRIED, the Board affirmed its decision to accept the bid proposal from Ruff Roofing for the building in Court 11 covering 3433 to 3445 S. Utah Street.

REPLACEMENT WINDOW VIOLATIONS Violations remain at two addresses on S. Stafford Street, both of which have wrapped sills. Mr. Leddy was instructed to send certified letters to each of the owners, instituting due process.

COMPUTER Mr. Hochstein believes a "Think Pad" is the best computer option for the maintenance shop. He plans to purchase it from Richard's Computer, because they offer excellent service.

LETTERS FROM RESIDENTS - Adjacent residents on S. Utah Street contacted the Board with regard to water intrusion issues. *Mr. Clark inspected the area and found a section of roof with no gutter. After contacting the Board, he installed a gutter and two downspouts. The residents have been in touch with Mr. Clark since the work was completed, and the problems appear to be solved.*

- Residents on S. Stafford Street reported that their fence is rotted, that there is a slate missing on their roof, and that their front water faucet will not shut off. They also notified the Board that their windows were replaced in early September, in accordance with the Window Replacement Guidelines. *Mr. Clark replaced the cap boards on the fence, repaired the gate, and replaced the missing slate. The front faucet is the responsibility of the homeowner, and Mr. Leddy was directed to send them a letter to that effect.*

- Residents on S. Utah Street reported that they sustained water damage to their living room wall and requested remedial action. *The B&G Committee will be removing the tree on the corner of their unit, which will prevent the gutters from becoming clogged with pine needles. In addition, Mr. Clark will inspect the roof and make any repairs deemed necessary. The Board will not agree to pay for the repainting of the residents' living room, and Mr. Leddy was directed to send them a letter to that effect.*

- Residents on S. 35th Street reported that their back roof gutter does not drain properly, causing standing water, wood rot and a mosquito problem. *There should not be problems with mosquitoes this late in the season. This issue will be re-addressed in the spring; the unit may need an additional downspout.*

- Resident on S. 35th Street reported, via e-mail, problems with water intrusion. *It was determined that one cause of her problems was that she had been keeping the storm windows open, and when she did lower them, they were reversed, thereby allowing water to penetrate. Mr. Clark will speak to resident again tomorrow to assist in remedying any further problems she may be having.*

COMCAST

Mr. Leddy reported that the Board's proposed Exhibit A to the contract with Comcast is still being reviewed by their legal department.

**ASSOCIATION
TRUCK**

Mr. Clark has been able to keep the truck going and hopefully will be able to do so for another six to twelve months. The Board and CMC are considering a replacement, and requested that Mr. Clark let them know what options are needed. There is no reserve fund for this item.

PARKING LOTS

Many of the parking spaces need to be re-stenciled, as the "Reserved" markings and unit numbers are becoming illegible. Mr. Clark has the stencils for this task.

NEXT MEETING

The next meeting of the Board will be held on Tuesday, January 10, 2006, 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 9:17 p.m.

Respectfully submitted,

Diane Thurber
Recording Secretary