

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
WAKEFIELD HIGH SCHOOL
4901 S. Chesterfield Road, Room 110, Arlington, Virginia 22206
SEPTEMBER 19, 2007

- IN ATTENDANCE**
- | | |
|---------------------------------|----------------------------------------------------------|
| John Thurber | - President |
| David Andrews | - 1 st Vice President |
| Lisa Farbstein | - 2 nd Vice President / B&G Liaison |
| Jacqueline Maguire | - Secretary / Pool Liaison |
| Diane Thurber | - Recording Secretary |
| John Kilkenny | - Community Manager, Condo Division, CMC |
| Chuck Edwards and
Judi Garth | - Co-Chairs, B&G Committee |
| Rusty Garth | - Pool Committee |
| R.C. Caricofe | - Account Manager, Valley Crest Landscape
Maintenance |
| Samuel D. Wells, Jr. | - Branch Manager, Valley Crest |
- CALL TO ORDER AND QUORUM**
- Call to order at 6:45 p.m. Quorum established.
- EXECUTIVE SESSION**
- By UNANIMOUS CONSENT the meeting was moved into Executive Session. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session at 6:50 p.m.
- EMERGENCY SERVICE**
- Beginning in January 2008, Associa will be offering a new emergency service. For a yearly fee, the Association would be entitled to send four one-minute recordable voice messages to registered users, informing them of any emergency information the Board wishes to disseminate. Postcards would be sent to each resident, requesting a daytime contact number, and in the event of an emergency, notification would be sent out from the Property Manager to all who are registered. By MOTION duly MADE, SECONDED and CARRIED, the Board voted to subscribe for one year to Associa Homeowners Link.
- APPROVAL OF MINUTES**
- By MOTION duly MADE, SECONDED and CARRIED, the minutes of the August 15, 2007, meeting were APPROVED as submitted
- APPROVALS SUBSEQUENT TO MEETING**
- By MOTION duly MADE, SECONDED and CARRIED, the Board voted to re-affirm and enter into the record items approved via e-mail between the time of the last regular meeting on August 15, 2007, and this meeting:
1. Residents' request to install a new engineered hardwood floor in the lower level of their unit on S. Stafford Street.
 2. Residents' request to replace the windows and storm doors in their unit on S. Utah Street, in accordance with contract and Fairlington Meadows Window Replacement Guidelines, as well as Exterior Architectural Criteria guidelines regarding door replacement.
- DUE PROCESS**
- The Board is in the process of updating the due process procedures.
- PAINTING**
- Contractor was on property all day today meeting with some residents and working out their issues. The painters have been using drop cloths and are covering the plants, and they are using a cherry picker to reach the dormers. They are not covering the a/c units, and there have been no large spills or complaints of crushed plants.

ROOF The work on the roof covering 3427-3431 S. Stafford Street in Court 4 is done. There are only a few loose ends and some warranty work to be completed. Overall the Board is very pleased.

ARCHITECTURAL VIOLATION A resident has attached a device to the front face of a unit on S. 35th Street, in violation of the Bylaws of Fairlington Meadows regarding Architectural Harmony. A letter will be sent informing the owner of the violation with instructions that it must be removed from its current location and any associated damage repaired, all at owner's expense.

DOG COMPLAINT The Board received a letter from a resident regarding a neighbor who allows her dog to stand and bark under his bedroom window most evenings, interrupting his sleep, in violation of the Bylaws of Fairlington Meadows regarding Noise/Nuisances and Pets. A letter will be sent to the dog's owner requesting that she refrain from this behavior, especially during the late evening hours.

B&G COMMITTEE - Messrs. Wells and Caricofe requested an opportunity to meet with the Board to discuss performance under the Valley Crest contract. Mr. Wells started with the Meadows on July 9; he subsequently met with B&G Co-Chairs to review the contract and other issues. He received an overview of the property and discussed what had and hadn't happened in the past year. Mr. Caricofe has been with Valley Crest since 1988. As on-site manager, he is in charge of the grounds and oversees the workers on a daily basis. The Board stated that overall they are pleased with the company's performance -- whenever problems have been called to their attention, they have been resolved; they do a good job on the lawns, are generous on the warranty work, and deal in good faith during negotiations. The Board emphasized that appearance is very important to the community; they have received many compliments due to the efforts of the B&G Committee and Valley Crest, and they wish to maintain those high standards. Mr. Wells invited the Board to notify him if they believe anything is slipping; he looks forward to a continued good relationship with the Meadows.

- Snow Removal Contract: The Board feels that overall, snow removal has been good; the plow operators don't box cars in and residents are able to dig out. Mr. Wells advised that the contract has been revised to remove any ambiguities, as there can be a lot of variables once the snow or ice begins falling. The company is limiting the amount of sand and salt being used and is moving toward a chemical-based ice-melt, applied in a rational manner. Assurances given that the asphalt would not be adversely affected. The company currently has twenty-six trucks, but believes that thirty-six may be needed to service all their contracts. Their primary goal is to meet the needs of their clients. When it is determined that a storm is coming, they will check with the client to decide a course of action. They will be on property as soon as possible, but can't promise there will never be a delay, due to mechanical or other issues. Snow removal is an added service to their business and they do not want to lose valuable clients due to poor snow removal. Once they have had a chance to review and compare the old contract and the new, the Board will vote and inform Valley Crest of their decision.

- Representatives from Valley Crest will meet with the B&G Committee Co-Chairs on Tuesday at 9:00 a.m. to discuss tree work.

- Valley Crest submitted a contract for restoration of the grounds where sewer pits were dug. The Committee is still reviewing the contract, and will submit it to the Board once that is complete. The areas may need to be mounded up four inches or so to allow for further settling.

- Committee members surveyed the patios and found several in violation of the Bylaws in that they are full of weeds and junk and constitute a fire or health hazard, or both. CMC will send letters to the owners of the patios identified by the Committee, with instructions to clean them up or the work will be contracted out at homeowner's expense.

- Ivy and Virginia creeper need to be removed from fences and buildings.

POOL - The pool cover has already been re-installed, so an inspection to evaluate the condition of the whitecoat, steps, coping stones, etc., will have to be done in the spring. Two notices issued by the County set forth specific issues that will need to be addressed.

- Mr. Garth reported for the Committee, and distributed a "Report to Fairlington Meadows Board." Regarding #1, Liability Insurance, it is up to the Board to determine where the Association needs to be on that. Under #2, Pool Company, he believes a collective decision needs to be made about the hiring. Regarding #3, Pool Facility, Co-Chairs believe a full whitecoat should be considered. It was pointed out by the Board that there are other projects of great expense that need to be dealt with first, such as the sewer laterals, and therefore they would like to extend the life of the current whitecoat for at least another two years. Insofar as #5, Pool Equipment, many of the umbrellas are in need of repair or replacement. Generally speaking, however, things are in reasonable shape, and the cover is brand new. Some, but not all, Pool Committee members offered to help with the events, but a few ended up being cancelled or merged. More help is needed, and an effort has to be made to recruit interested individuals.

By January, there should be a suggestion on a pool management company. Mr. Garth believes we should be more pro-active with any company from the very beginning. Everyone's roles need to be clarified -- Board/Board liaison, CMC, pool management company, Pool Committee, guards, on-site maintenance staff. Documents should be tailored to be consistent, including any regulations specific to the pool company. The Committee would like more Board members other than the liaison to work on some of these issues, perhaps in an off-season working group beginning in November, to review the contracts, Roles and Responsibilities, Pool Rules, etc. A pool article should run in the Messenger on a regular basis. With regard to all items, the Board requested approximate budget numbers as soon as possible, as they are well underway in preparing next year's budget. Community Pools forwarded to the Board via fax a list of items that were completed for winterization of the pool.

SEWER RELINING Mr. Kilkenny produced a map of the village showing the locations of all sewer lines, color-coded to indicate which lines have been completed, which are already lined or PVC, and which remain to be done. Camera inspections revealed that a number of lines are in such bad shape they cannot wait until spring. Those lines serve the following addresses: 4108-4110 S. 33rd, 3401A-3403 S. Stafford, 3405A-3409B S. Stafford, 3427A-3429 S. Stafford, 3449A-3451 S. Stafford, 4257-4265 S. 35th, 4301-4311 S. 35th, 3442-3454 S. Stafford (rear area), 3464-3472 S. Stafford, 3460-3462 S. Stafford, and 3456 S. Stafford. By MOTION duly MADE, SECONDED and CARRIED, the Board voted to proceed with the cleaning and relining of the above-mentioned sewer laterals, employing US Sewer & Drain to perform the work, which will hopefully be completed by the end of November.

NEXT MEETING The next regular meeting of the Board will be held on Wednesday, October 17, 2007, in the Abingdon Elementary School library, 3035 S. Abingdon Street, Arlington, Virginia 22206. Executive Session starts at 6:45 p.m., followed by the regular session, beginning with Residents' Forum.

ADJOURNMENT By UNANIMOUS CONSENT the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Diane L. Thurber
Recording Secretary