

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION**  
**MINUTES OF THE**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**COMMUNITY CENTER**  
**November 3, 2021**

**Directors Present:**

Terry Placek	President and At-Large Director
Melanie Alvord	Vice President and Ward VI Director (Via Teleconference)
Anne Wasowski	Secretary and At-Large Director
Harry Reem	Treasurer and Ward III Director (Via Teleconference)
Jessica Auston	Ward I Director (Via Teleconference)
Philip Brown	Ward V Director (Via Teleconference)
Ed Stollof	Ward II Director
Larry Straub	Ward IV Director
Joe Torres	At-Large Director

**Also Present:**

Gregory B. Roby	General Manager
Miguel Galvez	Facilities Manager
Mark Johnson	Operations Manager
Erin Moran	Office Manager
Victoria Gomillion	Office Administrator (Via Teleconference)
Marcus Reed	Office Administrator (Via Teleconference)
Dave Bush	Recording Secretary

**President Placek announced that due to the continuing nation-wide emergency caused by the Covid-19 (Corona) Virus, and the need to maintain social (safe) distancing between people, the meeting was being held partly by teleconference.**

**I. Residents' Comments**

Lisa Grant Tillman, the homeowner residing at 2856 S. Buchanan Street, C-1, came before the Board to speak concerning a continuing noise problem between her unit and the one above. She stated that since the last meeting, during which the Board held a Violations Hearing concerning this matter, there has been no change in the level of noise which continues both day and night. She provided several examples of continuing noise issues and was followed by Dennis Quick who stated he has been a witness to the issues involved and could confirm Ms. Tillman's allegations. Ms. Tillman asked what action the Association was prepared to take to mitigate this problem?

Paul Wattington, the homeowner residing at 2953 S. Columbus Street, came before the Board to request that Management refresh signage at the trash containment area next to his unit. He noted several violations of the rules governing placement of trash and suggested new signs might help. He then reported that during the day the landscape crew had been in the neighborhood using leaf blowers and that the noise made by three blowers working in unison was excessive and lasted for up to five hours. He requested that Management seek ways to vary the concentration of work when using noisy equipment and perhaps use less blowers and more rakes.

## II. Call to Order

At 7:12 p.m. President Placek called the regular agenda to order.

Mr. Torres asked for permission to make a motion concerning the agenda and, having been granted permission, made the following motion:

*Mr. Torres moved the Board of Directors amend the agenda to include Item J. Review and Discussion of a Rules Violation at 2856 S. Buchanan Street, C-2. Seconded by Mr. Straub and passed (9-0-0).*

## II. Establishment of Quorum

President Placek noted there was a quorum with eight members present either in person or by teleconference connection. [Mr. Brown joined the meeting at 7:35 p.m.]

## IV. Approval of Minutes

### October 6, 2021 Regular Meeting

*Mr. Wasowski moved the minutes of the October 6, 2021 regular meeting of the Board of Directors, as revised, be approved. Seconded by Mr. Torres and passed (8-0-0) with Mr. Brown not yet present.*

## V. Old Business

There was no Old Business on the agenda and none was presented.

## VI. New Business

### **A. Variance Request – 2925 S. Columbus Street – Remove Load Bearing Wall and Remove a Non-Load Bearing Wall**

*Ms. Wasowski moved the Board approve the September 20, 2021 variance request from the homeowner at 2925 S. Columbus Street, to remove a load bearing wall and a non-load bearing wall in their unit, in accordance with the specifications outlined in the attached variance request. Approval is subject to the unit owners' acceptance of responsibility for any damage caused by*

*the approved modifications and indemnification of the Association for all of its costs, judgments and/or expenses, including its attorneys' fees, which may arise from or relate to the approved modifications or to damages or damage claims arising therefrom. Further, the homeowner is responsible for obtaining all building permits, ensuring that the modifications are in accordance with those permits and all applicable building codes. Seconded by Mr. Stolof and passed (8-0-0) with Mr. Brown not yet in attendance.*

**B. Variance Request – 2979 S. Columbus Street – Grandfather the Installation of a Kitchen Exhaust Vent**

*Mr. Torres moved the Board approve the September 30, 2021 variance request from the homeowner at 2979 S. Columbus Street to grandfather the installation of a kitchen exhaust vent on the exterior of their unit provided that the vent is painted in the standard color, in accordance with the specifications outlines in the attached variance request. Seconded by Mr. Straub and passed (8-0-0) with Mr. Brown not yet in attendance.*

**C. Variance Request – 2810-A S. Abingdon Street – Remove a Fireplace Vent on the Exterior of the Unit**

*Mr. Torres moved the Board approve the September 25, 2021 variance request from the homeowner at 2810-A S. Abingdon Street, to remove a fireplace vent on the exterior of their unit, in accordance with the specifications outlined in the attached variance request. Approval is subject to the unit owners' acceptance of responsibility for any damage caused by the approved modifications and indemnification of the Association for all of its costs, judgments and/or expenses, including its attorneys' fees, which may arise from or relate to the approved modifications or to damages or damage claims arising therefrom. Further, the homeowner is responsible for obtaining all building permits, ensuring that the modifications are in accordance with those permits and all applicable building codes. Seconded by Mr. Straub and passed (8-0-0) with Mr. Brown not yet in attendance.*

[Mr. Brown joined the meeting at 7:35 p.m.]

Mr. Reem reported the Variance Committee unanimously recommended the Board not approve the request. In response to a question posed by Mr. Reem, Mr. Galvez reported that there are currently seven (7) fireplace vents, six (6) of which are original and one (1) approved in 1988. The homeowners at 2810-A have decided to remove the wood burning stove from their unit and therefore no longer have need of the pipe and vent and, at their expense, will remove the vent and make repairs to the flat roof penetration which housed the vent – he noted that three (3) existing fireplace vents are located on a flat roof.

**D. Towing Reimbursement – 3008 S. Columbus Street, A-1**

*By unanimous consent and on the request of Management, this item was withdrawn from the agenda.*

**E. Rotten Wood Replacement – Ward II**

*Mr. Stolof moved the Board of Directors approve the additional funds needed to replace the rotten wood in Ward II in the amount of \$242,335.00 and authorize Management to contract with Middeldorf Property Services, Inc., for the replacement of rotten wood in Ward II, at a cost not to exceed \$312,335.00. Seconded by Mr. Reem and passed (9-0-0).*

To be charged to Reserve Account 3700-1920 – Woodwork

Mr. Torres stated that his concern about this particular action was in the process by which an evote had been requested. He noted that the Board was requested to vote by email, which required unanimous consent, and that he was unwilling to consent given the amount of funding discussed and his feeling that this was an important enough matter that it should be presented when owners could be present.

Mr. Reem reminded the Board that it had approved initial funding at the April 7<sup>th</sup> open meeting and that often there has to be an adjustment to the initial funding depending on how much wood is found to need replacement upon close inspection. He also noted that funding is made through reserves and that the Board has made it a point to have a reserve-wide funding cushion to assure funds are available for just such unexpected expenses. He and Ms. Alvord stated that the work must be done to assure proper maintenance is performed and the fascia and guttering properly fixed to the building. Mr. Roby stated that management is constantly evaluating reserve funding needs for the next year and provides the Board with the best estimates possible; however upon close investigation it can be found to have underestimated costs and adjustments have to be made.

**F. FY2021 Masonry Repair Project – Phase 7 Additional Funds**

*Mr. Reem moved the Board of Directors authorize Management to sign the Change Order with American Restoration in the amount of \$7,245.00. The total cost of Phase 7 of the Masonry Repair Program (FY2021) is as follows:*

*Masonry Repairs (American Restoration) - \$390,845.00  
Consulting and Construction Assurance/Contract Administration (FEA) - \$39,250.00  
TOTAL - \$430,095.00*

*Seconded by Ms. Wasowski and passed (9-0-0).*

To be charged to Reserve Account 3700-2000 – Reserve/Exterior Building

**G. Staff Holiday Bonuses**

*Mr. Stolof moved the Board of Directors authorize \$4,750.00 (To be confirmed) + FICA Taxes for holiday bonuses for the Association staff to be distributed as recommended by the General Manager and approved by the President, with length of service to be a guideline. Seconded by Ms. Wasowski and passed (9-0-0).*

To be charged to Operating Accounts: 5304 – Maintenance Payroll - \$2,850.00 (to be confirmed)  
5302 – Administrative Staff - \$900.00 (to be confirmed)  
5306 – Management Staff - \$1,000.00 (to be confirmed)

#### **H. Tree Pruning and Tree Removals**

*Mr. Reem moved the Board approve the proposal from Lancaster Landscapes for tree pruning and tree removals at a total cost of \$69,700.00. Seconded by Ms. Alvord and passed (9-0-0).*

To be charged to Operating Account 6160 – Tree Maintenance

#### **I. Write-Off of Outstanding Balance to Bad Debt**

*Mr. Torres moved the Board of Directors authorize a write-off in the total amount of \$1,316.00 due on the accounts of each of the three former Unit Owners; and, Further, that Management shall submit the write-off as an Additional Adjustment request to the Association's Auditor during the conduct of the FY-21 Audit. Seconded by Mr. Reem and passed (9-0-0).*

To be charged to General Ledger 5010

Mr. Roby presented for consideration three overdue assessment accounts of former owners totaling \$1,316.00. He reported Legal Counsel has reviewed these and recommended the Board write them off a noncollectable. All three accounts are comprised of assessments which were not paid at settlement when a unit transferred ownership and the accounts were not settled at that time.

Mr. Brown noted that Article II, Section Six of the Bylaws requires that a current owner must pay funds owing the Association even though they were not originally responsible for that payment, and he requested that from here on the Bylaw be strictly enforced. Mr. Roby will speak with Legal Counsel about this to assure that, moving forward, the responsible party is properly charged. In response to a question posed by Ms. Auston, Mr. Roby reported that a full "Statement of Account" is supplied through the Certificate of Resale and the Resale Packet given to a prospective buyer.

#### **J. Discussion: Rules Violation – 2856 S. Buchanan Street, C-2**

The Board reviewed an alleged rules violation and agreed on how to proceed to gather data prior to a further review at the December regular meeting. Discussion centered around what could be determined to be an acceptable levels of noise at given hours; whether there are standards for noise levels set by Fairlington Villages noting that there are not; the need for concise measurable

and verifiable data and how to obtain that data; and how to move forward to an amicable conclusion for this matter.

President Placek stated that while the complaining party felt that the effort to mediate the problem was not successful, a second attempt at mediation could be made and that Members of the Board could attend as observers.

Mr. Roby stated Management will work with the complaining party to set up methods of data collection and the matter will be placed on the agenda for the December meeting.

Mr. Brown stated he was very concerned that there had been what he felt to be inappropriate references to personal information about the respondent; and, that references to owners versus renters should not be used as a basis for decision making.

## VII. Reports

President: Ms. Placek reminded the Board that pool contract meetings will be held November 15<sup>th</sup> and 16<sup>th</sup> and she urged them to attend.

Vice President: Ms. Alvord had no report.

Treasurer: Mr. Reem reported the most recent financial statement is still being compiled and will be sent to the Board upon receipt.

Secretary: Ms. Wasowski had no report.

### Committee Reports

**Articles for the December 2021 Issue of the *North Fairlington News*:** The Board reviewed items to be included in the December 2021 issue of the *North Fairlington News*.

### **Communications Committee:**

Management's Financial Report: There were no reports, other than those in writing, and there were no questions from the Board.

Management's Administrative Report: There were no reports, other than those in writing, and there were no questions from the Board.

Management's Project & Status Report: There were no reports, other than those in writing, and there were no questions from the Board.

Office Administrative Report: There were no reports, other than those in writing, and there were no questions from the Board.

Facilities Report: There were no reports, other than those in writing, and there were no questions from the Board.

Operations Report: There were no reports, other than those in writing, and there were no questions from the Board.

**IX. Establishment of Next Board Meeting**

The next regular meeting of the Board will be held Wednesday, December 1, 2021.

**X. Adjournment of Meeting**

*Ms. Wasowski moved the Board adjourn the meeting of November 3, 2021. Seconded by Mr. Straub and passed (9-0-0).*

President Placek adjourned the meeting at 8:28 p.m.



Secretary  
Fairlington Villages, a Condominium Association

