

MINUTES OF BOARD MEETING
MAYFLOWER SQUARE-SECTION 1
THURSDAY AUGUST 16, 2018

ATTENDEES: Gina Torretti, Cheryl Ferrufino, Lynn Lawlor **GHA:** Mark Howell, Property Manager

Alexandria Police Department: Sgt J. Meekins

The Board opened in open session at 7:29pm

Action/Motion Approved:

- Motion to approve the Minutes of Thursday May 17, 2018, and Thursday June 21, 2018. Motioned by L. Lawlor, Seconded by G.Torretti all approved.
- Motion to approve \$1971.27 to Toepfer Construction for repairs to the Bike Room in 5911 Quantrell. Repairs to include ceiling drywall patch, paint, and repairs to the exterior door of the Bike room. Motioned by L. Lawlor, Seconded by C. Ferrufino all approved.
- Motion to approve payment to CRG for \$5985.00 for excavation and waterproofing of below grade wall of 5901 Mayflower Ct. Motioned by G. Torretti, Seconded by C. Ferrufino All approved.
- Motion to approve payment to Toepfer Construction of \$4130.63 for repair of interior of unit 5901 Mayflower Ct associated with damage from water incursion. Motioned to approve by G. Torretti, seconded by C. Ferrufino, all approved.
- Motion to approve payment to CRG for \$3575.00 to remove and replace damaged bricks at the rear exterior of 5913 Mayflower Ct. Motioned by C. Ferrufino, Seconded by G. Torretti, All approved.
- Motion to approve payment to CRG for \$ \$5975 to tuck-point 6 brick window sills in the rear of 5915 Mayflower Ct. Motioned by C. Ferrufino, Seconded by L. Lawlor, All approved.
- Motion to approve payment of \$1800 to Premier Aquatics for the winterization of the pools. Motioned by G. Torretti, seconded by C.Ferrufino.All approved.

- Motion to approve payment to GHA for \$ 2650.00 for a comprehensive roof inspection. Motioned by G. Torretti, seconded by L. Lawlor. All approved.

Follow up/Action Items

- 5913 Mayflower Ct. HVAC unit appears possibly unstable. Situation will be more closely evaluated when brickwork is being done by CRG.
- Leak in wading pool. Pool season is almost finished. If leak persists, we will close wading pool and reevaluate prior to pool opening in 2019.
- Washing machine for Laundry room adjacent to 5919 is still on back order.
- Unit 5911 T2 complained of lack of carpet in unit 102 causing noise issues. 2 Previous property managers and 2 previous Board presidents have visited unit 102 on two separate occasions, and the unit in question did have over 90% of the floor carpeted/ excluding the kitchen and bathroom, which is in compliance with the Condo regulations. In addition, board members, and property member have visited in 5911 T2 for extensive periods, and have not hear any unusual noise. May need to reevaluate if conditions have changed.
- G. Torretti is in the process of developing a master list of Owners/tenant contacts/ and their storage units and parking tag numbers.
- The Board of Mayflower Square Section 1 is actively seeking a 5th member for the Board.
- Updated notices on all message boards and Mayflower Square website need to include Property Emergency Number, Contact information for Property Manager.
- Need to place “How Not to get Towed” informational bulletin on the Message boards.
- Need to place information about emergency water shut off on the Message Boards and on the Mayflower Square Website. The last emergent water shut off was done by the City of Alexandria at the street access line, as the resident did not call the GHA Emergency line. As the City of Alexandria will not turn water back on outside of usual working hours, this led to a prolonged lack of water for many Mayflower Square Section 1 residents.

EXECUTIVE SESSION at 8:30pm.

Motion to Adjourn at 8:46pm. Motioned by G. Torretti, seconded by C. Ferrufino, All approved.