

**Lexington Mews Association
Board Meeting – Open Session
January 16, 2020**

The meeting was called to order at 7:55 PM.

Present were, Cory Plock (Board Member/President), Marie Meliksetian (Vice-President/Treasurer) and Michael Chun (Board Member/Director).

Doug Brown (Secretary/Director) was absent.

Also, in attendance was Doris DaSilva and Art Stueck of REI Property and Asset Management.

Homeowners Open Forum:

No homeowners attended the meeting.

Officer Reports:

There were no Officer Reports given.

Ratification of the minutes:

Marie M. made a motion to accept the Open Session Minutes from the November 21, 2019 Open Session meeting. Mike C. seconded the motion. Cory P. abstain from voting. All present voted in favor of the motion. REI to send Cory P. a PDF copy of the approved Open Session Minutes to post on the Association's website.

The Board would like the Draft Minutes to be sent to them within 3-4 days after the Board Meeting.

Warning Letters:

The warning letters were reviewed.

Fine Hearings:

N/A

REI's report on follow-ups from the last board meeting:

REI to follow-up on obtaining quotes for a pool service vendor for the 2020 season. REI to send a contract termination letter to the current pool vendor.

REI follow-up with J&J Pool & Concrete Services to have them inspect the pool and provide a quote to address the holes at the bottom of the pool before the pool opens again in 2020. REI to check with Sterling Woods pool surface repair vendor and Nejame and Sons for quotes.

REI to follow-up on obtaining prices from REI, Yankee Painting and DB Osborne for the front door painting project.

REI to follow-up with Oakridge because they are putting the recycling and regular household garbage in the same truck. REI to follow-up with the appointment to visit the facilities, preferably in the morning or weekends.

REI to reach out to Sunburst to get a price for the woodchips versus the plastic material for the playground. Also to inquire about the residential wear mats underneath the swings to prevent erosion of the covering material in those areas.

REI to also reach out to a playground vendor and get estimate for the playground filler to be at least 12 inches in thickness as per the suggestion of the insurance company.

Financials:

No financials were reviewed.

REI to provide the December 31, 2019 financials once completed.

REI to add a second signor for any check over 10K.

Work Orders:

REI to get more information regarding the invoice for the light fixture that was 1K in for the electrician.

REI to issue a work order to have the dip stick test on all the drains.

REI to issue a work order to have a contractor look at the drain at the bottom of the pool that seems to be clogged.

REI to follow-up on the work order for the cracked sidewalk in front of unit 1201 and 1006. REI to do a patchwork to minimize any tripping hazards.

New Business:

Mike C. made a motion to elect the following slate of Board Positions for 2020:

- Cory Plock – President
- Marie Meliksetian – Vice-President/Treasurer
- Doug Brown – Secretary
- Michael Chun – Director at Large

Marie M. seconded the motion. All present voted in favor of the motion. REI To update the profile and Concord.

Marie M. made a motion to the Maintenance Standards as written. Mike C. seconded the motion. All present voted in favor of the motion. REI to send the Maintenance Standards out for Notice and Comment to the community.

REI to follow-up with those units that receive hard-copy mail and send them an email enrollment form.

REI to inform the Hodge Agency that they will need to pick 2 -3 carriers that they will like to bid to and REI to go to another broker and have them also bid on the insurance.

REI to contact Eversource for 2 lights that are out by the entrance of the community near the bus stop (the 1st and 3rd light are out – as you enter and pass the bus stop).

REI to follow-up with Eversource to label the light by unit 1106. All others have been labeled. Also, ask Eversource for a map of all the lights in the community

REI to contact Eversource for the light in front of 3303 is out.

REI to send a warning letter to unit 3104 because they never had their garage door painted.

Insurance Claims:

N/A.

Proposals:

REI to follow-up with Eversource regarding their proposals particularly how the lights will look like, they will like a picture of the new fixtures. If all the heads are going to be the same in Cambridge Road and in Eaton Court or only the lights in Eaton Court will be replaced. And if there are any different choices the Board could choose from.

The proposal from Marty Flynn for the inspection of the unit's plumbing was reviewed. Marie M. made a motion to approve the proposal from Marty Flynn Plumbing for \$28 per unit for the entire community. Mike C. seconded the motion. All present voted in favor of the motion. REI to draft contract and letter to the community informing them of the mandatory inspections.

The proposal from Martin's Cleaning Service was reviewed. Cory P. made a motion to approve the Martin's Cleaning Service proposal for \$600 per month to clean the pool cabana during the pool season. Mike C. seconded the motion. All present voted in favor of the motion. REI to draft contract.

A motion to adjourn was made by Marie M. at 9:10 PM. Mike C. seconded the motion. All present voted in favor of the motion.