

**Lexington Mews Association
Board Meeting – Open Session
April 18, 2019**

The meeting was called to order at 8:37 PM.

Present were Cory Plock (Board Member/President), Doug Brown (Secretary/Director), Marie Starnes (Board Member/Director) and Gary Pasquarello (Board Member/Vice President) was present via phone.

Marie Meliksetian (Treasurer) was not present.

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

Homeowners Open Forum:

There were no actions items for the Board or REI as a result of the Homeowners Open Forum.

Officer Reports:

There were no Officer Reports given.

Ratification of the minutes:

Marie S. made a motion to accept the Open Session Minutes from the March 21, 2019 Open Session meeting. Doug B. seconded the motion. 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.

Fine Hearings:

Marie S. made a motion to pend the charge to Unit 2706 for the insurance deductible. Gary P. seconded the motion. All present voted in favor of the motion. REI to add the hearing to the May Executive Session Agenda.

Marie S. made a motion to post the fine to Unit 1908 for doing mechanical work on a vehicle in his driveway. Gary P. seconded the motion. All present voted in favor of the motion. REI to post the \$50.00 fine, send a fine-posted letter to the unit owner and a copy of the association's rules and regulations for their review.

Marie S. made a motion to post the fine to Unit 1101 for failure to provide their vehicle information. Gary P. seconded the motion. All present voted in favor of the motion. REI to post the \$50.00 fine, send a fine-posted letter to the unit owner and re-issue another fine hearing letter if the homeowner still has not provided their vehicle information.

Marie S. made a motion to post the fine to Unit 2707 for failure to provide their vehicle information. Gary P. seconded the motion. All present voted in favor of the motion. REI to post the \$50.00 fine, send a fine-posted letter to the unit owner and re-issue another fine hearing letter if the homeowner still has not provided their vehicle information.

Gary P. made a motion to not post the fine to Unit 1406 for speeding in the community. Doug B. seconded the motion. All present voted in favor of the motion. REI to notify the homeowner that the original fine-hearing letter was a warning but if there is a next occurrence, then it will be a fine.

Marie S. made a motion to waive Unit 1103's \$50.00 fine. Gary P. seconded the motion. All present voted in favor of the motion. REI to notify the accounting department to waive the fine and notify the homeowner that the fine has been waived.

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

REI to follow-up on the power washing of the pool furniture and pool cabana.

REI to follow-up with Marie S. regarding the pool furniture purchase.

REI to wait until Marie M. finalizes her changes to the audit provided by the auditor George Follini. After that, Art S. will draft the annual financial letter.

REI to follow-up with the dryer vent hatch installation in Unit 1906 as a test before the rest of the units are completed.

REI to follow-up with Reserve Advisors and inform them that the reserve study must be completed by July, 2019.

REI to follow-up with Hodge Insurance to obtain loss run reports for the past three years and to possibly create a preventative maintenance plan.

REI to follow-up with the Lombardi Plumbing and Heating contract and provide vendor with a copy of the fully executed contract.

REI to follow-up with all the homeowners who have tenants in their units and have not turned in the affidavit that their tenant has received the Rules & Regulations of the association. REI to send a warning letter if not received.

REI to follow-up with Attorney Pilicy to send a second notice to Algonquin threatening legal action. REI to send draft a letter to Cory for review before sending.

REI to follow-up with Berkshire and coordinate with REI Maintenance and Repairs department to replace the fireplace and complete the exterior and interior repairs simultaneously for Unit 1102.

Financials:

The March 31, 2019 financials were reviewed.

Work Orders:

No work order issues to be discussed.

New Business:

REI to send a separate notice for the roll-off dumpster via email blast and to remind the homeowners that they must bring an ID or their pool tag in order to be able to use the dumpster.

REI to contact Unit 1706 regarding the 2nd camera. He must remove both cameras before moving. Doris - we cannot refuse to provide a resale.

REI to revise the open and executive meeting agendas – the board would prefer to the follow ups first and then approve of the minutes.

REI to contact Pete at Sunburst regarding the quality of the mulch. The mulch seems powdery and not chunky.

The Board decided to keep the snow specs as-is regarding the usage of leaf blowers early in the morning. The safety of the community and homeowners takes precedent over some minor inconvenience.

The Board decided to pend the loan project until August/September 2019. REI to note the tickler.

REI to draft a Spring Newsletter to include information about the Spring dumpster, pool volunteers, curb your dog, the front and garage door painting project (after the test Unit 2105 is completed to the Board's satisfaction) and general updates about the rules of the community.

REI to follow-up with DBO – they were to paint the garage door of Gary P. (Unit 2105) to test to see how it will look after they are professionally painted.

REI to follow-up to schedule a walkthrough with Sunburst to assess any snow removal related damages.

REI to schedule the yearly walk-thru in May with the Board and REI. REI to send various dates to the Board.

REI to contact DBO regarding Unit 1603's deck's paint chipping. Also, DBO to check other decks for possible chipping.

REI to add to the May agenda to discuss the reserve transfers for the Special Projects.

REI to follow-up with Hodge Insurance regarding the insurance renewal and Q&A meeting with the homeowners.

Insurance Claims:

N/A.

Proposals:

Marie S. made a motion to approve the Sunburst Proposals for the following work:

1. Rear 1600/1800/1400 - \$18,427.26
2. 2708 Drainage work and Pool Curtain - \$9,464.00
3. Drain Work 2500/2700 Buildings, Rear of 2500 and Rear of 2700 - \$17,658.35
4. Retaining wall 1106 – 16,373.65

Doug B. seconded the motion. All present voted in favor of the motion. REI to contact Pete for a discount and draft a contract for all the work to be completed.

Marie S. made a motion to approve the Greenway Industries proposal for \$5,090 to cut and patch various areas outlined in the map provided and also to ask them to remove the old crack seals that are coming up and crack fill the area in front of 2100 (which is newer pavement). Doug B. seconded the motion. All present voted in favor of the motion. REI to draft a contract for all the work to be completed.

Marie S. made a motion to approve the Steven Winters proposal for \$1,050 to perform roof inspections. Doug B. seconded the motion. All present voted in favor of the motion. REI to draft a contract for all the work to be completed. The

inspections will need to take place between Henry Roofing and the engineer. REI to contact Henry Roofing for his availability for the last two weeks in May.

A motion to adjourn was made by Marie S. at 9:18 PM. Doug B. seconded the motion. All present voted in favor of the motion.