

**Lexington Mews Association
Board Meeting – Open Session
November 21, 2019**

The meeting was called to order at 7:32 PM.

Present were Doug Brown (Secretary/Director), Marie Starnes (Board Member/Vice-President), Marie Meliksetian (Board Member, Treasurer) and Michael Chun (Board Member/Director).

Cory Plock (Board Member/President) was absent.

Also, in attendance was Doris DaSilva and Christopher “CJ” Arconti of REI Property and Asset Management.

Homeowners Open Forum:

The owner of Unit 1705 attended the meeting. The homeowner stated that they will volunteer for the 2020 pool season. REI to add her name to the list of homeowners who will participate.

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 October 17, 2019 Open Session meeting. Mike C. 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.

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.

REI to send a warning letter to unit 2005 for having a foreclosure sign.

Fine Hearings:

Mike C. made a motion not to post the fine-hearing letter sent to unit 2704 for failure to provide the association with an updated copy of their tenant's lease. Marie M. seconded the motion. All present voted in favor of the motion. REI to notify the homeowner of the Board's decision.

REI to follow up on the fine posted letter for unit Unit 2005 for \$50.00 for failure to have the dryer vent cleaned. REI to notify accounting to post the fine and send a fine-posted letter to the homeowner. REI to also send another fine hearing letter if they have not complied.

REI to follow up on the fine posted letter for unit Unit 2005 for \$50.00 for failure to provide a lease. REI to notify accounting to post the fine and send a fine-posted letter to the homeowner. REI to also send another fine hearing letter if they have not complied.

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

REI to follow-up regarding a work order for unit 1004. There is a sidewalk issue that causes water to enter the homeowners' garage - the slab is pitched towards the unit causing this problem

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 to follow-up on obtain quotes for a cleaning company for the 2020 pool season.

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.

The Board will review the Maintenance Standards and will get back to REI with their notes/comments. REI to send a clean version with all revisions to the Board for review.

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

REI to follow-up Eversource that there isn't enough lighting in the community which is posing a safety risk. REI to send copy of the correspondence to Mike C.

REI to follow-up on the Philadelphia Insurance recommendations.

- REI to add to the Maintenance Standards that the grills must be away from the building as much as possible and adding a mat underneath.
- REI to get pricing to re-mulch the playground with at least 12 inches of the material/filler that they currently have.

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 follow-up with Marty Flynn and Lombardi plumbing to provide a quote for the plumbing inspections. Also, ask them for recommendations on what are the most common plumbing failures.

Financials:

The October 31st financials were reviewed.

Marie M. to provide updated bank statements to Chase bank account so we can reconcile them. Marie M. will also have REI added so that we can start receiving the statements monthly.

REI to investigate a April 13th deposit of \$980 onto the Chase Reserve Account.

REI to follow-up with accounting to cut the December Reserve check in early December so that it shows in the December bank statement.

Work Orders:

REI to follow-up on the work order for the cracked sidewalk in front of unit 1201 and 1006.

REI to follow-up on the roof quotes for unit 2708.

REI to issue a work order to have someone check all the water closets to make sure the heat is on and that all the doors are locking properly.

New Business:

Marie M. made a motion to approve the 2020 Budget as written and presented by REI. Doug B. seconded the motion. Mike C. approved with reservations. All others voted in favor of the motion. REI to send the approved budget with the Annual Owner's Meeting Notice.

REI to send a winterization letter to Unit 2005 which is vacant.

REI to follow-up with Bartlett to confirm that they will extract the root of the trees that they are removing so that the new trees can be planted in the Spring.

REI to follow-up with Sunburst regarding removing the leaves from behind buildings 2500/2700 and 2900 since they were not blown and removed.

The Board approved Mike C. to use the left-over candies from Halloween to a Veterans organization of his choosing.

REI to confirm the email on file for unit 2105 as she is not getting emails.
REI to contact Eversource and request again that they number all the posts.

REI to follow-up with Eversource work orders # 339224 and 3351207 regarding the additional lighting in the community.

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 Sunburst regarding what kind of material will be used in the playground.

REI to send to Mike C. the last bill from Ecosystems (the irrigation vendor) and also a copy of their current contract.

REI to contact 2003 and get an updated lease that shows the rental amount.

REI to fix the Resale log so that the 2019 averages calculate.

The Board will check all the exterior spigots. REI to send an email blast about the inspections. The Board will notify REI of any that are still open so that we can send warning letters to those units that have not winterized their spigots.

Insurance Claims:

N/A.

Proposals:

The Proposal from BMS for the concrete entrance way was reviewed. Marie M. made a motion to approve the BMS proposal for \$15,000 for units 1004 and 1803. Mike C. seconded the motion. All present voted in favor of the motion. REI to draft the contract and provide the vendor with fully executed copy. REI to also

notify both homeowners of the work that should commence in the upcoming weeks.

A motion to adjourn was made by Doug B. at 9:04 PM. Mike C. seconded the motion. All present voted in favor of the motion.