

**Lexington Mews Association  
Board Meeting – Open Session  
April 23, 2020**

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

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

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

The meeting was held via teleconference.

**Homeowners Open Forum:**

Unit 2007 and 2201 attended the meeting.

**Officer Reports:**

There were no Officer Reports given.

**Ratification of the minutes:**

Mike C. made a motion to accept the Open Session Minutes from the March 19, 2020 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.

**Warning Letters:**

N/A

**Fine Hearings:**

N/A

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

REI to follow-up with J&J Pool & Concrete Services, and the other pool vendors, to look at the holes at the bottom of the pool as soon as possible now that the weather has warmed up.

REI to follow-up with Marty Flynn to obtain dates to do the plumbing inspections in all the units and draft letter to send to the community. We will need to make sure that both Marty F. and the owners are OK with the in unit inspection during this time.

REI to follow-up on the execution of the pool bathroom cleaning contract with Martin's Cleaning Service.

### **Financials:**

The March 31, 2020 financials were reviewed.

### **Work Orders:**

REI to issue a work order to have all white wood posts, for all signs, painted. REI will also install a PVC sleeve at the bottom of all the posts to prevent them from getting damaged by lawn mowing equipment.

REI to issue a work order to complete the interior repairs of unit 2007 since the concrete sidewalk repairs have been completed.

REI to re-send to the Board the proposal for the window replacements of units 2007 and 2008 for their review and approval.

REI to issue a work order to turn off the heat in all the water closets on May 15<sup>th</sup> (not before).

### **New Business:**

REI to follow-up on the Lease Log and send warning letters to those units whose leases have expired and send reminders to those units whose leases are set to expire in the next sixty days and update lease log.

REI to follow-up with the resale log and update the date the capital contribution was received.

REI to follow-up with the accountant, Follini, regarding the audit and 2019 Tax Returns. They committed to completing it by 4/30/2020. REI to note – when retained for the 2020 audit, we will need to add a penalty clause to the retainer agreement.

REI to reach out to Eversource and obtain the original contract for the light poles from when the property was built.

REI to inspect the Eversource bills and determine if the association is being charged a flat fee or for electricity consumption.

REI to follow-up on the pool opening. The pool should be swim ready on the Friday before Memorial Day Weekend. REI to have plumber and pool vendor start the process immediately.

REI to do a walk-thru of the property to note any snowplow damages. The list should then be shared with Sunburst.

REI to schedule a property walk-thru with the entire Board for early May.

REI to add to next month's agenda the Spring dumpster day.

REI to follow-up with Bartlett tree on the new tree plantings, REI to notify those homeowners.

REI to follow-up on the garage door order with Overhead Door for unit 2008 that was damaged by the tenant.

**Insurance Claims:**

N/A

**Proposals:**

The Board reviewed the tick proposals that were emailed to the Board. REI to reach out to Bartlett Tree and Sunburst and obtain information on what kind of chemicals they will be applying and ask whether they are dangerous to children and pets and if they have any alternative chemicals if they are.

A motion to adjourn was made by Doug B. at 8:58 PM. Mike C. seconded the motion. All present voted in favor of the motion.