

**Lexington Mews Association
Board Meeting – Open Session
October 17, 2019**

The meeting was called to order at 8:13 PM.

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

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

Homeowners Open Forum:

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

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 September 19, 2019 Open Session meeting. Marie M. seconded the motion. Cory P. abstain from voting. All others 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:

REI to send fine-hearing letters to the homeowners who have not scheduled their dryer vent cleanings.

REI to send fine-hearing letters those units who have been sent warning letters but have not provided a copy of their unit's lease.

Fine Hearings:

The pass-through charge hearing letter for Unit 1607 was discussed. The Board decided not to post the bill back to the owner. REI to send a notice to the homeowner to let her know the charge has been waived. She will be reminded that if anything else happens like again, she should notify REI immediately. Also, should it happen again, the charge would not be waived. While the obstacles do move around, drivers should be driving slow enough and careful enough not to hit them.

Marie S. made a motion to post the bill back to Unit 3104 for \$58.60 to remove the extension cord. Marie M. seconded the motion. All present voted in favor of the motion. REI to notify accounting to post the bill back and send a bill back posted letter to the homeowner.

Marie S. made a motion to post the fine to Unit 2005 for \$50.00 for failure to have the dryer vent cleaned. Marie M. seconded the motion. All present voted in favor of the motion. 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.

Marie S. made a motion to post the fine to Unit 2005 for \$50.00 for failure to provide a lease to the association. Marie M. seconded the motion. All present voted in favor of the motion. 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.

Marie S. made a motion to post the fine hearing letter to Unit 1204 for \$50.00 for failure to have the dryer vent cleaned. Marie M. seconded the motion. All present voted in favor of the motion. 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.

Doug B. made a motion to post the fine hearing letter to Unit 1906 for \$50.00 for failure to have the dryer vent cleaned. Marie M. seconded the motion. All present voted in favor of the motion. 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 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.

Financials:

The September 30th financials were reviewed. Marie M. will send over the Everbank CD renewal to the Board for their review and approval.

Work Orders:

No action items.

New Business:

REI to send to Mike C. the drainage projects specifications.

The Board will review the Maintenance Standards and will get back to REI with their notes/comments.

REI to follow-up with Marty Flynn and Lombardi Plumbing to contact Marie S. for the inspection of her unit.

REI to follow-up that the pool cabana was winterized and the water heater replaced. Also, that the windows in the bathroom are closed.

REI to notify 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 send a fine-hearing letter to Unit 2205 for having a renter in the unit. REI to indicate daily fines may be levied back to the date of the last warning letter.

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

REI to obtain prices from REI, Yankee Painting and DB Osborne for the front door painting project.

REI to notify the vendor to winterize the sprinklers as soon as possible.

REI to follow-up with the resale log for the capital contribution box for Units 1705 and 1706.

REI to contact Sunburst regarding the cost of cutting the hill and if it can be included in the contract.

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.

Insurance Claims:

N/A.

Proposals:

N/A

A motion to adjourn was made by Marie S. at 9:06 PM. Doug B. seconded the motion. All present voted in favor of the motion.