

**Lexington Mews Association
Board Meeting – Open Session
April 15, 2021**

Approved Minutes

The meeting was held via teleconference and called to order at 7:35 PM.

Present were Cory Plock (Board Member/President), Doug Brown (Board Member/Secretary), Emmett Covello (Board Member), Jay Sarath (Board Member) and Marie Starnes (Owner). Absent was Marie Meliksetian (Board Member/Vice-President/Treasurer).

Also, in attendance was Art Stueck and Julie Aurricchio of REI Property and Asset Management.

Ratification of the minutes:

Jay S. made a motion to accept the Open Session Minutes from the March 15, 2021 meeting. Cory P. seconded the motion. All present voted in favor of the motion. REI to send Cory P./Doug B. a PDF copy of the approved Open Session Minutes to post on the Association's website.

REI Action Items:

REI to follow up on the outstanding plumbing inspections and/or repairs needed.

- If a unit owner was sent a fine hearing notice, and has provided proof of repairs, the unit will not be fined.
- REI will advise all owners who responded to the fine hearing notice but did not provide proof that repairs were completed, that they have 30 days to provide proof that they have completed the necessary plumbing repairs.
- REI will post fines to any units that have not responded to the fine hearing notice and another fine hearing letter will be sent.
- REI will follow up with the units who have not complied with the plumbing inspection and advise them they have 30 days to conform with the inspection or they will be sent a fine hearing notice.

REI to follow up on billing back Unit 2003 for the siding repairs needed from the removal of two security cameras.

REI to advise all owners that it is time for the dryer vent cleaning program. Owners will be advised to contact VentGard directly and arrange an appointment.

All vents must be cleaned before June 15th, 2021. All units will be charged for the cleaning and the association will pay VentGard.

It was noted that Falcon Group has provided proposals for the paving project for the board to review.

Upon receipt of the paving project proposals, the Board will discuss obtaining proposals from local banks on loans and having REI contact CIT.

Upon receipt of the proposals, REI will follow up with Lexington Court regarding what they will need to pay for their share of the paving project for the main road.

It was noted RGR advised they will repair the crack in the tennis court in June or as soon as the weather permits. REI to follow up with RGR on having this completed and then arrange for the tennis net to be put up.

REI to follow up with Sunburst and confirm what the cost would be and if seeding can be done behind Unit 2902.

The spring walkthrough will be done on Saturday, May 8th. During the spring walkthrough, the following items will be looked at:

- It will be determined what garage doors need to be painted.
- All stairs and walkways will be looked at.
- Confirm if there are any remaining curbing damages from the snow plowing services that were not repaired yet.
- Review lawn areas.
- Review the area around the front door of Unit 2502 –owner says paint missing because of last power-washing.
- Assess the pool furniture to see if it needs to be power-washed and/or replaced.
- Review buildings to see what wood needs replacements and/or painting.

REI to arrange to turn the water on for the pool and bathrooms in late April.

REI to provide the board and Marie S. with Sunburst proposal for the Forsythia.

REI to follow up with the Units whose front doors did not get painted in the fall of 2020.

Upon receipt of the new recreational tags, REI will log the tag numbers and distribute two per unit.

REI to follow up on executing the Shoreline pool servicing contract.

REI to continue to investigate pricing for a company who can manage pools and the guidelines that will need to be followed.

REI to provide the board with a survey draft regarding the pool.

REI to send the webinar information regarding pools that Art S. just attended to the board for their review and send them the guidelines that need to be followed to open the pool.

REI to follow up with Swiftcricket regarding problems updating board member names and obtaining a price for maintenance.

REI to follow up with Sunburst and confirm when repairs will be addressed to the lawn areas that were torn up by the plow.

REI to ask Sunburst to address the large boulder that was knocked over by building 1400/1200.

REI to arrange for the sprinkler systems to be turned on before Sunburst does the aeration/overseeding.

REI to get clarification from Sunburst on the proposal for aeration and overseeding – is this for the entire property?

REI to follow up with Sunburst and confirm spring clean-up and mulching will be done by April 30th.

REI to arrange for the heaters in the water closets to be turned off at the end of April and update the tickler with this date for the future.

REI to arrange to have the visitor parking signs reinstalled that had been removed for the snow season.

Financials:

The March 2021 financials were reviewed. REI to check the budget spreads for landscaping, snow, maintenance and repairs, and water/sewer. REI will also review the general ledger for 7510/maintenance and repairs.

Proposals:

REI to obtain more information from Tick Ranger on their proposal. Confirmation on when treatment needs to be done and how long the treatment lasts. REI to confirm the vendor understands he cannot treat the wetlands.

Jay S. made a motion to approve the Millette Pest Control proposal to address termites for the following rate: initial treatment of \$3,233.04 and 4 annual

follow up treatments of \$467.94 per year. Cory P. seconded the motion. All present voted in favor of the motion.

REI to follow up with Richie Roofing regarding the proposals to replace the roofs at units 1407, 1803, and 2204.

- Richie's to provide shingle color options since green is no longer available.
- Board would like confirmation if the proposal is to replace the entire roof, front and back or just one side of the building up to the peak.
- They would also like clarification if they just replace the unit's roof what is the neighboring unit # that will be replaced also.
- Richie's to advise what the warranty is on the shingles and the labor.

REI to obtain a price from Dave Osborne to power-wash the fences along the main entrance road and behind the sign that indicated the location of units, the pool house, the mailbox stations, and spot power-washing as needed at all units' front/back. Units 2105 and 2308 indicated they need power-washing.

Resale Log:

REI to confirm no resales have happened between 10/21/20 and 3/22/21.

REI to confirm if Unit 2905 sold and if the capital contribution was posted.

Lease Log:

REI to revise the date for the lease expiration at Unit 2307.

REI to continue to monitor the lease expirations.

Work Orders:

The work order report was reviewed and there were no issues at this time.

New Business:

REI to arrange for gutter cleaning along the wood-line post leaf bloom.

REI to arrange for the drains to be checked (dipstick check) and confirm if any need cleaning.

Marie M. joined the meeting for the board election process. It was noted that Cory P. resigned from the board as he is selling his unit. Emmett C. made a

motion to appoint Marie S. to the board. Marie M. seconded the motion. All present voted in favor of the motion and Marie S. accepted.

Emmett C. made a motion to elect Doug B. as President, Marie S. as Vice President, Jay S. as Treasurer, Emmett C. as Secretary, and Marie M. as Director at Large. Marie S. seconded the motion. All present voted in favor of the motion.

REI to update the city and state with the new board information.

Homeowner forum:

Michael Chun requested copies of contracts and proposals. The requested contracts were provided to Michael C. and he was advised that proposals would not be provided at this time.

Cory P. made a motion to adjourn the meeting at 9:37 PM. Marie S. seconded the motion. All present voted in favor of the motion.