

**Lexington Mews Association  
Board Meeting – Open Session  
June 17, 2021**

**Approved Minutes**

The meeting was held via teleconference and called to order at 7:44 PM.

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

Also, in attendance was Julie Aurrichio of REI Property and Asset Management.

**Fine hearing:**

Unit 2503 attended the meeting to discuss the parking issues. She advised that she has 4 kids who visit often and sometimes stay overnight but they do not live with her permanently. She understands the concern and will advise her kids to park in the driveway if it is available. The owner agreed to fill out and return the vehicle information form to confirm what vehicles reside at the unit. She also indicated that her daughter owns the white Toyota and she will be moving in soon.

Marie S. voted not to post the fines at this time. Doug B. seconded the motion. All present voted in favor of the motion. REI to send the owner a message reconfirming the rules and the discussion held at the hearing. The board asked REI to track complaints received and dates.

**Ratification of the minutes:**

Marie S. made a motion to accept the Open Session Minutes from the May 20, 2021 meeting. Emmett C. seconded the motion. All present voted in favor of the motion.

**REI Action Items:**

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

REI to send a warning letter to any units who have not complied with the dryer vent cleaning by June 15, 2021. REI to post charges, and notify owners, for the dryer vent cleanings completed per the invoices received from VentGard.

An onsite meeting with Falcon Group and the board has been scheduled for June 30<sup>th</sup>. Following that meeting, the board will determine what vendor will be awarded the contract.

The Board will discuss obtaining proposals from local banks on loans and having REI contact CIT.

After review 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 that RGR has not completed the crack repairs under warranty yet and is saying he cannot get the material. REI to ask RGR if the board changes the color to red or a different color, how quickly can he repair the crack in the tennis court and repaint the court. REI to ask other companies if they are able to get the red clay color.

REI to relook at the garage doors for units 1905 and 2104 and confirm they should be painted and not just power-washed. If painting is needed, REI to advise owners that they should contact DBO and arrange this. The association will pay DBO and bill back the owners.

It was noted, the associations insurance expires 7/28/21. The associations current agent, Hodge Agency is obtaining proposals. The board would like Hajj Agency to pick three companies they will obtain proposals from. Bouvier Agency will also be asked to provide insurance proposals. The board will want agent to attend a meeting to discuss the policies.

REI to follow up on action items as a result of the board walkthrough and open work orders.

REI to follow up with the Units whose front doors did not get painted in the fall of 2020 and send fine hearings if needed.

REI to ask United Alarm to confirm that the cameras are actually recording and that videos are being received at the monitoring station.

REI to obtain a proposal to have an additional motion light installed along the walkway facing the pool/pool house.

REI to follow up with Shoreline Pool and confirming that the filter has a flow gage and determining its location.

Richie Roofing is scheduled to install the new roofs on buildings 1400, 1800, 2200 on July 25<sup>th</sup>. REI to notify the owners and residents.

REI to follow up on obtaining the report from the drains being checked (dipstick check) to confirm if cleaning is needed.

REI to follow up with Bartlett Tree. Bartlett Tree will be providing two proposals based on a meeting with Marie S. One proposal is for general trimming and maintenance and the second proposal is for some larger projects they discussed.

REI to contact Bartlett Tree to see if they can provide price and assist in how to take down a tree in the wetlands that was noted on spring walkaround.

REI to contact Sunburst Landscaping regarding the approved work to cover tree roots. Bartlett Tree explained to Marie S. that the tree roots become exposed when need oxygen. Any covering should not be installed higher than the roots.

REI to follow up with Sunburst and confirm when he plants to do approved topsoil and seeding. The board agreed that if Sunburst thinks it is best to wait until late August/early September to do they are fine with that.

### **Financials:**

REI to see why the income report shows \$5,000 down for common fees but the delinquency report does not reflect that much.

REI to review the general ledger for 7110 (office expenses) and determine why high.

The board asked that the budget be spread over 12 months for landscaping, snow, and water/sewer. A revised income and expense report should be run and sent to the board.

The expense under 7540(irrigation repairs & maintenance) should be moved into 7430(irrigation).

### **Proposals:**

Marie S. made a motion to approve the Swiftricket proposal of \$400 for an annual maintenance retainer. Doug seconded the proposal. All present voted in favor of the proposal. Jay will continue working with Swiftricket to make revisions to the association website.

Marie S. made a motion to approve the TriStar proposal of \$956, plus tax to install a new condenser fan motor in one of the pool heat pumps. Jay S. seconded the proposal. All present voted in favor of the proposal.

### **Resale Log:**

REI to provide Marie S. with the most up to date Excel document as she wants to adjust some formulas. REI to continue to monitor the resale log.

**Lease Log:**

REI to continue to monitor the lease expirations.

**Work Orders:**

REI to continue to monitor and update the spring walkthrough report and review outstanding work orders.

**New Business:**

It was noted that VentGard determined that some dryer vents, vent out to the roof. He feels this is an issue and should be vented to the alcove. REI to contact VentGard and request a proposal.

It was noted that not many residents have offered to help with the pool. REI to send another notice out with a revised responsibility list.

REI to follow up with Shoreline to confirm if there is flow gage on the filter. If yes, where is it located; if not, a proposal should be provided to install one.

Marie S. made a motion to adjourn the meeting at 10:10 PM. Jay S. seconded the motion. All present voted in favor of the motion.