

**Lexington Mews Association  
Board Meeting – Open Session  
July 19, 2018  
Minutes**

The meeting was called to order at 7:29 PM. Present were, Cory Plock (Board Member/President), Gary Pasquarello (Board Member/ Vice President), Marie Meliksetian (Board Member/Treasurer), Marie Starnes (Board Member/Secretary) and Doug Brown (Board Member/Director).

Also, in attendance was Doris DaSilva and Kelly Montesi of REI Property and Asset Management.

**Homeowners Open Forum:**

The homeowner of 1201 stated they still have a tree stump in the front yard of the unit. The Board stated they will have the stump removed but noted that the tree will not be replaced this year but will add it to the list for next year. REI to contact Bartlett Tree regarding the stump. The homeowner also wanted to know why the grass next to the unit was not repaired by the landscaper this year. REI will contact Sunburst to have the damaged lawn repaired.

The homeowner of 1201 also noted that the railing on her deck needs to be replaced. It was noted by the Board that all railings are to be replaced with Azek materials and not wood.

The homeowner of 2207 noted that their deck railing was recently repaired. REI will have the railing replaced with Azek. It should match unit 1407. The homeowners also noted that they have a hole in the siding above the bedroom window to be also replaced with composite. REI to submit a work order to address.

REI to update the profile to note that all damaged wood railings is to be replaced with Azek and not wood.

**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 June 21, 2018 meeting. Gary P. seconded the motion. All present voted in favor of the motion.

REI will combine the June 21, 2018 REI minutes and the Secretary's minutes into one document. REI will email to Cory P. for posting on the Association website.

### **Fine Hearings:**

The fine hearing response from the homeowner of 3302 regarding their grandchildren using a kick board and being disrespectful at the pool was reviewed. The Owner stated that the kick board was given to them by another resident's child. She denies the grandchildren were disrespectful. Marie M. made a motion not to fine at this time but noted if they receive another violation report regarding this matter the Board will fine the homeowner. Gary P. seconded the motion. All present voted in favor of the motion. REI will provide the Board response in writing to the homeowner.

It was noted that Unit 1104 did not respond and or attend the hearing regarding the fine hearing notice they received for parking in visitor parking. Marie M. made a motion to post the \$50 fine. Gary P. seconded the motion. All present voted in favor of the motion.

### **REI's report on follow-ups from the last board meeting and new business:**

It was noted that Bartlett Tree did not include in their proposal the removal of the tree stumps removal from their June 23, 2018 proposal; per Marie S. this was supposed to be included free of charge. Marie S. will email Bartlett Tree regarding.

It was noted that REI has submitted a work order to Eversource regarding the light poles that are out by unit 1808, the right side of the entrance and by unit 1801. The Board noted that the lights are still out. REI will escalate this work order to Eversource management. The Board noted there are three additional lights out as well. REI will perform an inspection to determine which light poles they are and submit a work order to Eversource to have the bulbs changed.

REI to contact JK Energy to determine if the Association can change all the light bulbs to LED bulbs on the light poles as the Association does not own the light poles but rents them from Eversource.

REI to send an addition demand letter to Heritage Roofing regarding the roofs that were not repaired correctly/up to code as no response was received from the

first letter, this letter will include the picture and additional information provided by the Board.

It was noted that Eco Systems will provide the irrigation map to REI the week of July 23<sup>rd</sup>.

REI to follow up with Pete/Sunburst Landscape for the proposal regarding installing Belgian block at the visitor parking spaces.

REI will bring the full set of financials to the August meeting to be reviewed with the Board of Directors.

REI to review the electric bills and the trash/recycling expense to determine why they are so high.

REI to obtain proposals for trash/recycling removal. REI to request a discount from Winters Brothers for 2018.

REI to draft an Annual Vehicle Registration rule for their review and approval.

REI to provide a quote to have general trash/debris removal throughout the entire community twice a month, bus stop and mailbox stations.

REI to provide a quote to wipe down the white picket fences on Cambridge Road monthly.

REI to submit a work order to have the Welcome sign to the left rotted post replaced with Azek post.

REI to submit a work order to have all the signs cleaned with Murphey's Oil.

REI to have Sunburst remove the tree branch blocking the Cambridge Road sign on Old Brookfield Road.

It was noted REI will inspect the storm drains in October/November. REI to update the tickler.

It was noted that the dryer vents are to be cleaned in January 2019. They are to be cleaned every two years. REI to obtain proposals. REI to update the tickler.

It was noted that REI is to perform inspections on the exterior and interior of all units prior to a Resale Certificate being provided. All findings are to be reported to the Board. REI to note in the client profile.

REI to send a warning letter to unit 1002 for an overgrown tree in the back of the unit that needs to be removed by the homeowner.

REI to note in the profile that all the woodpecker damage is to be replaced with composite material.

REI to issue a work order to fix the woodpecker damage to unit 1801 with composite.

REI to issue a work order to fix the light bulb and/or fixture in the pool house that is damaged.

REI to reach out to unit 1806 regarding their modification request to install a sliding door, the homeowner must provide the board with specifications from a licensed contractor on how the work will be completed and the door must fit within the current opening. Also, they must provide make and model of the door that they are planning to install. The Board will review all the new information submitted and will decide on the modification request.

Marie S. will email REI an updated Rental List that will be maintained by REI with all the rentals in the community.

### **Claims:**

It was noted that the leak at Unit 1301 was caused by the outside spigot not being winterized. It was also noted that the current owner closed and moved into the unit only days prior to the leak occurring. The homeowner will be charged the insurance deductible as the cause of the leak was due to a violation of the Maintenance Standards. REI will advise the homeowner to contact their personal insurance company regarding coverage for the deductible.

### **Proposals:**

The insurance renewal proposal provided by Hodge Insurance Agent were reviewed. Marie S. made a motion to approve the Greater New York proposal in the amount of \$68,851 with a deductible of \$2,500. Gary P. seconded the motion. All present voted in favor of the motion. REI to contact Hodge to bind coverage. It is noted the policy expires on 7/28/2018.

REI is to request that Hodge Insurance provide all other proposals and or denials to provide a proposal to the Board of Directors.

The Board approved the Steven Winter Associates Proposal for \$1,925 to measure the roof and prepare a scope of work for the roof replacement project. Gary P. made a motion to approve the proposal and Marie M. seconded the motion. All present voted in favor of the motion except Marie S. who abstained from voting.

A motion to adjourn was made by Doug B. at 10:19 PM. Marie S. seconded the motion. All present voted in favor of the motion.