

LEISURE VILLAGE WEST
BOARD OF TRUSTEE MEETING

APRIL 4, 2018
WILLOW HALL

Present were E. Baumeister, C. Lupo, S. Tozzi, L. Maiocco, S. Falk-Zitelli, F. Weinstein and S. Kaufman. Also present were Community Manager – J. Schultz, Service Manager – J. Snyder, Accounting Administrator - M. O'Connor. Recreation Manager, Mary Lighthipe was absent.

This meeting commenced at approximately 1:05 p.m. with the Pledge of Allegiance.

ITEMS VOTED ON:

1. F. Weinstein moved to waive the reading of the minutes. S. Kaufman seconded. All present were in favor. Motion carried.
2. L. Maicco moved to approve the March 7, 2018 minutes. S. Kaufman seconded. All present were in favor. Motion carried.
3. S. Tozzi moved to trade in and purchase seven (7) Ex-Mark EFI Navigator mowers from Lakehurst Hardware & Lawnmower for a total cost of \$77,996.20. This expense will be charged to GL# 3150-Property Fund-Replacements. The unaudited balance for account #3150-Property Fund-Replacements as of February 28, 2018 is \$867,619.26. S. Kaufman seconded. Motion carried.
4. S. Kaufman moved to approve the insurance program with Mitchell Insurance Services for 2018-2019 in the amount of \$1,055,831.93 which compares to \$1,115,600.43 expiring (a decrease of \$59,768.50), with all terms and conditions renewing as per expiring, with the exception of the property deductible, which has been increased from \$5,000 to \$10,000. This expense will be charged to GL# 8100-Insurance Expense. C. Lupo seconded. Motion carried.
5. F. Weinstein moved to expand the mission of the ENC. S. Tozzi seconded. Motion carried.

COMMUNITY MANAGERS REPORT

J. Schultz, Community Manager, was asked to explore costs for generators to power the recreation hall(s) to serve as a warming or cooling center for emergency assistance to residents.

M. Polulak, Esq., McGovern Legal Services, gave an outline of the Election Process and the Radburn Law.

M. Polulak, Esq., McGovern Legal Services, updated residents that on October 2, 2018, residents will need to call Verizon to arrange for a technician to come out and switch their service over to Verizon. He also informed residents this could take up to 60 days or longer from October 2, 2018.

J. Schultz, Community Manager, reminded residents that Stout's purchased CV Transport and they will be honoring our contract which runs through 3/31/2021.

J. Schultz, Community Manager, stated that Access to Records will be given out the next meeting.

J. Schultz, Community Manager, stated that the Mayor will be here on April 18, 2018.

J. Schultz, Community Manager, stated that the Board would like to pursue putting a coffee shop in the vacant professional office located at 3B Buckingham Dr. and asked residents for referrals if they know anyone experienced in running it.

J. Snyder, Service Manager, and Tom Hasko, Residential Manager, requested approval to replace 2218 Square of Roofing and the 8,479 Linear Feet of Gutter with Roofing Master at \$215.00 per square for Roofing and \$3.00 LF for Gutter for a total cost of \$492,260.86. Permit fees are included. This expense will be charged to GL#3270-Capital Replacements-Roofs.

J.Snyder, Service Manager, requested approval to enter into the next phase of replacing the next 75 electrical panels. The \$725.00 cost with Curry Electric has been secured through 2018. It was recommended to continue with the project and award Curry Electric the next 75 electrical panels at a cost of \$54,375.00. This expense will be charged to GL# 3295-Exterior Restoration and Unit Infrastructure.

J. Snyder, Service Manager, requested approval to replace the side panel stationary/swing gates at the 3 Village entrances. The recommendation was to contract with Sun Power Security gates for 6 new side panel swing gates. The total cost is \$4,253.98. This expense will be charged to GL#3150-Property Fund-Replacements.

J. Snyder, Service Manager, stated that they have been in contact with Verizon regarding how the lawns look after the digging. Verizon has agreed to soil and seed those lawns in need of repair. Verizon has agreed to purchase our soil and seed to make the repairs.

J. Snyder, Service Manager, reviewed the changes to the pool regulations regarding lifeguards. The new law requires two lifeguards for our sized pools with an additional badge checker that may be required as the lifeguards are not permitted to be distracted by other tasks. The law does allow our facility to be exempt from the use of lifeguards. The Board is weighing options and awaiting some clarifications, a final decision to be voted at the April 18, 2018 meeting.

RECREATION REPORT

No Report was given due to length of meeting.

UNFINISHED BUSINESS

NEW BUSINESS

- 1.) Trustee Election Policy- J. Schultz, Community Manager went over the policy. The word "Absentee" will be changed to "Mail-In" on the ballots.

BOARD REPORT

The business meeting was adjourned at 4:05 pm.



Michele Schoenig, for Samantha Bowker, Administrative Assistant



Sara Falk-Zitelli
Board Secretary

Approved: April 18, 2018