

The meeting was called to order at 1:00 PM by Board President, Charles Lupo with the Pledge of Allegiance.

PRESENT: Trustees: Present were Board President - Charles Lupo, Treasurer - Eugene Murphy, Board Secretary - Thomas Hardman, Trustee - Wayne Steinman and Trustee - Fay Weinstein.

Management Staff: Present were Community Manager – Jim Snyder, Accounting Administrator – Michelle Lampard and Recreation Director – Mary Lighthipe.

ABSENT: Vice President - Joyce Carmody and Trustee – Michael Blank.

ITEMS VOTED ON: (continued in "Community Manager's Report, Unfinished Business and New Business")

T. Hardman moved to waive the reading of the minutes. W. Steinman seconded. All present were in favor. Motion carried.

T. Hardman moved to approve the March 1, 2023 minutes. F. Weinstein seconded. There was no discussion and a vote was called. All present were in favor. Motion carried.

E. Murphy moved to approve the purchase of eight (8) folding banquet tables for use in Willow Hall from Webstraurant at a cost of \$1,495.76. The funds to meet this expense will be provided by account #3150 – Property Fund. F. Weinstein seconded. There was no discussion and a vote was called. All present were in favor. Motion carried.

F. Weinstein moved to approve the replacement of 75 electrical panels at a cost not to exceed \$75,000.00. The funds to meet this expense will be provided by account #3295 – Capital Replacement/Unit Infrastructure. T. Hardman seconded. There was no discussion and a vote was called. All present were in favor. Motion carried.

W. Steinman moved to approve the purchase of three (3) pumps and motors from WB Well Drilling for a cost of \$9,135.83. The funds to meet this expense will be provided by account #3260 – Capital Replacement/Well Motors. E. Murphy seconded. There was no discussion and a vote was called. All present were in favor. Motion carried.

T. Hardman moved to contract with Millennial Pool Management for the 2023 pool maintenance and management contract for a cost of \$85,000.00. The funds to meet this expense will be provided by account #8570 – Swimming Pool/R&M. W. Steinman seconded. There was no discussion and a vote was called. All present were in favor. Motion carried.

W. Steinman moved to approve revisions to the Policy Resolution regarding Unit Owner and Renter's Insurance. T. Hardman seconded. There was no discussion and a vote was called. All present were in favor. Motion carried.

PRESENTATION OF REPORTS:

COMMITTEE REPORTS:

- B. Owens, Chairperson, gave a report for the Architectural Committee.
- B. Owens gave a report for the Community Services Committee.
- C. Corvo, Chairperson, gave a report for the Finance Committee.
- M R. McCarthy, Chairperson, gave a report for the Administration Committee.

M. Lighthipe gave a report for Recreation.

COMMUNITY MANAGER'S REPORT: (J. Snyder)

Leisure Village West's recycling is done every other Wednesday by Manchester Township. In order to avoid debris in the village, it is suggested to purchase a container with a lid for recycling. Management presented a type of can that residents may purchase at Home Depot. Management is working on getting a bulk deal price for the container.

Parking violations continue in the village. There is no parking permitted on any LVW street during the hours of 2:00 am to 6:00 am except where 72 hours parking signs are posted. The Association will continue to ticket vehicles parked overnight on the street between 2:00 am and 6:00 am. Management continues to work on providing more visitor parking in the village such as but not limited to the lower Buckingham area, Edinburgh, and Sheffield areas.

An update was performed on the NJ Natural Gas autopay system and some costumers that are enrolled in their autopay may need to enroll again. They can be contacted at 1-800-221-0051.

As a reminder, residents that install security cameras on their unit must apply for a permit with the Association office before doing so.

For the village to comply with HUD's regulatory requirements for the age verification of residents, the Association is requesting all residents to fill out the age verification form that is posted on Frontsteps and available at the Association office.

The Holiday trash pickup schedule is being evaluated. In order to save money, the Board is contemplating doing a onetime pickup when there is a holiday.

Part of the roofing project is replacing the gutter systems on the units with new 6" gutters and leaders. This year there will be 114 roofs replaced. The following bids were received;

| Gutter Contractor | 6" Gutter per Linear Foot (12,968) | 6" Gutter | 3: x 4" Leader per Linear Foot (5,557.5) | 3" x 4" Leader | Roofing Gutter Total |
|-------------------|------------------------------------|-------------|--|----------------|----------------------|
| Hart 2 Hart | \$6.00 | \$77,808.00 | \$4.00 | \$22,230.00 | \$100,038.00 |
| Russo | \$6.00 | \$77,808.00 | \$5.00 | \$27,787.50 | \$105,595.50 |
| Carlos | \$5.75 | \$74,566.00 | \$5.75 | \$31,955.63 | \$106,521.63 |

Management is recommending to approve the expense for the gutter and leader replacements on 114 units being roofed this season from Hart 2 Hart. This expense of \$100,038.00 will be provided by account #3270 – Capital Replacement/Roofs. Upon recommendation from Management, *F. Weinstein* moved to approve the gutter and leader replacements on 114 units from Hart 2 Hart for a total cost of \$100,038.00. The funds to mee this expense will be provided by account #3270 – Capital Replacement/Roofs. *E. Murphy* seconded. There was no discussion and a vote was called. All present were in favor. Motion carried.

Also, part of each year's roofing project, there is a need to replace skylights. For this year's schedule a total of 25 skylights on 15 buildings need replacement. Each skylight costs \$1,025.00, for a total cost of \$25,625.00. Management is seeking Board approval. *F. Weinstein moved to approve the replacement of 25 skylights for 15 buildings at a total cost of \$25,625.00. The funds to meet this expense will be provided by account #3270 – Capital Replacement/Roofs. T. Hardman seconded. There was no discussion and a vote was called. All present were in favor. Motion carried.*

This year's roofing project will be 51 buildings which consist of 114 units. RFPs were sent out to 12 area roofing contractors. An open bid meeting was held where eight contractors submitted bids. (Shingles will be purchased in bulk and LVWA will perform debris removal in-house for an estimated cost of \$10,000.00) The following bids were received;

| Vendor Name | Roofing 2,344 Square | Starters and Caps | Extras Flanges/Flashing/Sheathing/Ridge Vent | Roofing Install Costs |
|----------------------------|----------------------|-------------------|--|-----------------------|
| Siding Masters | \$309,408.00 | \$20,938.50 | \$10,430.00 | \$340,776.50 |
| It's All Good Construction | \$377,032.40 | \$20,938.50 | \$6,210.00 | \$404,180.90 |
| TiFay Const. | \$410,200.00 | \$20,938.50 | \$27,868.00 | \$459,006.50 |
| Roofing Masters | \$421,920.00 | \$20,938.50 | \$18,510.00 | \$461,368.50 |
| FB Roofing (Incomp. Bid) | \$492,216.56 | \$20,938.50 | - | \$513,155.06 |
| Proven Const. | \$503,960.00 | \$20,938.50 | \$22,648.00 | \$547,546.50 |
| Wayne Roofing | \$468,800.00 | \$20,938.50 | \$80,310.00 | \$570,048.50 |
| Bell General Const. | \$541,464.00 | \$20,938.50 | \$47,166.00 | \$609,568.50 |
| World Class Roofing | \$527,400.00 | \$20,938.50 | \$76,646.00 | \$624,984.50 |
| KPI Const. | No Bid | No Bid | No Bid | No Bid |
| Fox Chase Const. | No Bid | No Bid | No Bid | No Bid |
| Neighborhood Roofing | No Bid | No Bid | No Bid | No Bid |

Management is recommending to contract with Siding Masters for the 2023 roofing project for a total cost of \$340,776.50, along with approving \$10,000.00 for in-house debris removal. The total expense of \$350,776.50 will be provided by account #3270 – Capital Replacement/Roofs. Upon recommendation of Management, *F. Weinstein moved to contract with Siding Masters for the 2023 roofing project at a cost of \$340,776.50 and approve \$10,000.00 for in-house debris removal for a total expense of \$350,776.50. The funds to meet this expense will be provided by account #3270 – Capital Replacement/Roofs. W. Steinman seconded. There was no discussion and a vote was called. All present were in favor. Motion carried.*

LVW will be making a transition this year from 3-tab shingles to dimensional shingles on residential units. A small ad-hoc committee met with several shingle manufacturer representatives to choose the best manufacturer to meet LVW needs. Management went out to bid to six area material suppliers to obtain pricing on the bulk purchase of roofing material for the 2023 roofing project. After meeting with the manufacturers, it was decided to install IKO Dynasty dimensional shingles.

| Supplier | Manufacturer | Total w/Tax (2,344 Sq.) | Total Capping w/Tax | Total Starters w/Tax | Sheathing 102 Sheets | Grand Total |
|------------|-----------------|----------------------------|---------------------------|----------------------------|----------------------------|--------------|
| Lowe's | GAF | \$232,059.08 | \$10,350.45 | \$9,891.26 | \$2,559.00 | \$254,859.79 |
| Beacon | GAF Timberline | \$207,316.11 | \$16,345.50 | \$7,365.78 | \$2,559.00 | \$233,586.39 |
| | IKO Dynasty | \$191,848.23 | \$12,025.28 | \$7,152.67 | \$2,108.14 | \$213,134.32 |
| | IKO Cambridge | \$179,948.88 | \$16,314.90 | \$7,365.78 | \$2,559.00 | \$206,188.56 |
| | Tamko Titan TX | \$189,696.11 | \$17,238.00 | \$7,365.78 | \$2,559.00 | \$216,858.89 |
| | Tamko Heritiage | \$178,699.24 | \$17,238.00 | \$7,365.78 | \$2,559.00 | \$205,862.02 |
| National | GAF | \$262,425.45 | \$16,858.05 | \$12,074.72 | \$2,559.00 | \$293,917.22 |
| | IKO Cambridge | \$262,425.45 | \$16,858.05 | \$12,074.72 | \$2,559.00 | \$293,917.22 |
| | IKO Dynasty | \$222,436.81 | \$16,858.05 | \$12,074.72 | \$2,559.00 | \$253,928.58 |
| | Tamko Heritiage | \$219,937.52 | \$17,674.05 | \$12,074.72 | \$2,559.00 | \$252,245.29 |
| ABC | GAF | \$199,943.20 | \$17,401.20 | \$16,181.16 | \$2,559.00 | \$236,084.56 |
| Liberty | IKO Dynasty | \$224,936.10 | \$13,698.60 | \$10,296.69 | \$2,559.00 | \$251,490.39 |
| Home Depot | No Bid | | | | | |

Management is recommending purchasing the required roofing material from Beacon Exterior Materials for a cost of \$213,134.32. The expense will be provided by account #3270 – Capital Replacement/Roofs. Upon recommendation from Management, *F. Weinstein moved to approve the purchase of the material for the 2023 roofing project from Beacon Exterior Materials at a total cost of \$213,134.32. The funds to meet this expense will be provided by account #3270 – Capital Replacement/Roofs. T. Hardman seconded. There were some questions from the audience and a vote was than taken. All present were in favor. Motion carried.*

The Board approved the Encore pool renovation which is currently in progress. The Board asked during renovations to address the concern with the current step configuration and consider making the pool entry steps more accessible, lessening the step steepness. The pool has two areas with entry steps. The Board requested that the steps closest to the spa be renovated and leave the other side as is. Management asked Millennial Pools for a quote to remove the existing Encore pool steps on the area closest to the spa and rebuild them with a 6-inch rise and a 15 ½ inch run. The following is a quote received;

| Contractor | Proposed | Price |
|------------------|---|-------------|
| Millennial Pools | Remove existing steps and build new pool steps with a 6" rise and 15 1/2" run | \$37,100.00 |

Management is recommending to contract with Millennial Pools to remove the existing steps and install new accessible pool entry steps at the Encore pool for \$37,100.00. This expense will be provided by account #3230 – Capital Replacement/Common Buildings. Upon the recommendation from Management, *W. Steinman moved to contract with Millennial Pools to remove the existing steps and install new accessible pool entry steps at the Encore pool for \$37,100.00. The funds to meet this expense will be provided by account #3230 – Capital Replacement/Common Buildings. T. Hardman seconded. There was no discussion and a vote was called. All present were in favor. Motion carried.* The Board asked Management to research the costs to purchase a chair lift for possible use at the Willow pool.

While working with the pool contractor to renovate the Encore pool, there were some previous alterations to the Encore pool that had changed some of the levels of the concrete decking, the coping edge, and the height of the skimmers in the pool. These previous alterations were causing some of the issues that were being experienced at the pool. To correct these previous changes and bring the pool

back to its original intended design, the new cantilever edge needs to be two inches lower than the former surface. The new skimmers need to be at the correct levels, and the new concrete deck surface will require additional drainage around the 6-foot perimeter of the pool. The following quotes were received;

| Contractor | Proposed | Price |
|------------------|---|-------------|
| Millennial Pools | Install a 4" drain around the 6-foot perimeter of the Encore pool | \$12,000.00 |

| Contractor | Proposed | Price |
|------------------|---|-------------|
| Millennial Pools | Form and pour 1950 sq ft of concrete for the Encore Pool Deck | \$33,000.00 |
| DeMac Concrete | Form and pour 1950 sq ft of concrete for the Encore Pool Deck | \$15,600.00 |

Management is recommending to contract with Millennial Pools to install a 4" wide drainage channel around the 6-foot perimeter of the Encore Pool for \$12,000.00. They are also recommending to contract with DeMac Concrete to install the additional concrete work on the Encore Pool deck surface for \$15,600.00. This total expense of \$27,600.00 will be provided by account #3230 – Capital Replacement/Common Buildings. Upon recommendation from Management, *W. Steinman moved to contract with Millennial Pools to install a 4" wide drainage channel around the 6-foot perimeter of the Encore Pool for \$12,000.00 and to contract with DeMac Concrete to install the additional concrete work on the Encore Pool deck surface for \$15,600.00. This total expense of \$27,600.00 will be provided by account #3230 – Capital Replacement/Common Buildings. F. Weinstein seconded. There was a question from the audience and then a vote was taken. All present were in favor. Motion carried.*

The contractor that had previously been approved to renovate the Willow Pergola can no longer do the renovation for that price. *E. Murphy moved to amend the previously approved motion from March 1, 2023 to contract with Siding Masters to refurbish the Willow Pool Pergola for a cost of \$45,050.00. The funds to meet this expense will be provided by account #3230 – Capital Replacement/Common Buildings. W. Steinman seconded. There was no discussion and a vote was called. All present were in favor. Motion carried.*

UNFINISHED BUSINESS:

1. The final revisions to the new Policy Resolution regarding Private Resident to Resident Lessons for a Fee on Common Elements were presented as attached to the agenda. The Board will vote on this at the next open Board meeting on May 3, 2023.
2. Management provided an update regarding the Club Encore patio structure. An RFP was sent to six vendors which is due back on April 21st. This will than be sent to the Board for their review.
3. At the March 1, 2023 open Board meeting, Management was seeking Board approval to release the funds for the purchase of 12 stacking armchairs for use in Willow Hall and Club Encore from Affordable Seating at a cost of \$1,340.20. There were a few concerns from residents that Management has since addressed regarding the purchase of the chairs. Management is now seeking approval to purchase 14 stacking armchairs for use in Willow Hall, Club Encore, and Leisure Fair from Worthington Direct at a cost of \$2,372.40. The funds to meet this expense will be provided by account #3150 – Property Fund. The Board will vote on this at the next open Board meeting on May 3, 2023.

NEW BUSINESS:

1. Revisions to the Alternate Dispute Resolution Committee Charter were presented as attached to the agenda. The Board will vote on this at the next open Board meeting on May 3, 2023.
2. The Swimming Pool Rules for 2023 were presented as attached to the agenda. *F. Weinstein moved to approve the Swimming Pool Rules for the 2023 season. E. Murphy seconded. There was no discussion and a vote was called. All present were in favor. Motion carried.*
3. Roofing Contract for 2023 was addressed in the Community Manager's Report.
4. Roofing Material Purchase for 2023 was addressed in the Community Manager's Report.
5. Last year an insurance sub-committee was formed to discuss the 2022 expiring insurance coverage for LVWA. A letter of intent and RFP were drafted utilizing historical insurance information and other pertinent documents and sent to the following agents/brokers.

| | | |
|----------------------------------|-------------------------|----------------|
| Mitchell Insurance Services Inc. | JGS Insurance | Danskin Agency |
| Mackoul Risk Solutions | USI Insurance Services | |
| Brown & Brown Insurance | Peoples First Insurance | |

The only bid received last year was from our current agent/broker, Mitchell Insurance, current insurance company – Philadelphia Insurance. A two-year rate endorsement agreement was negotiated and agreed upon with Philadelphia Insurance for 2023-2024 for a six percent increase over the 2022-2023 coverage cost if the loss ratio was under 20 percent. Although the loss ratio was over 20 percent Mitchell Insurance Services and Philadelphia Insurance were able to come in at an increase of 5.87 percent. This proposal includes purchasing an additional ten million in coverage for \$18,900.00. This brings LVW closer to the Collectible Coverage goal of \$729 million.

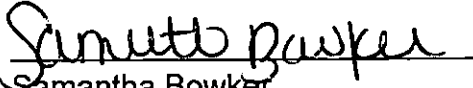
| 2022 Insurance Package | 2023 Insurance Package | Increase | Plus 10 million added coverage |
|------------------------|------------------------|-------------|--------------------------------|
| \$1,417,033.02 | \$1,509,223.39 | \$92,190.37 | \$18,900.00 |

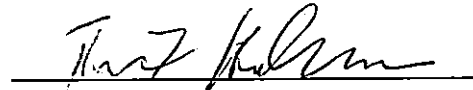
Management is recommending to accept the rate endorsement from Mitchell Insurance Services Inc. for the 2023-2024 insurance coverage for a cost of \$1,509,223.39, plus \$18,900.00 of additional ten million in coverage for a total cost of \$1,528,123.39. This expense will be provided by account #8100 – Insurance Expense. Upon recommendation from Management, *E. Murphy moved to accept the rate endorsement from Mitchell Insurance Services, Inc. for the 2023-2023 insurance coverage for a cost of \$1,509,223.39; plus \$18,900.00 of additional ten million in coverage for a total cost of \$1,528,123.39. The funds to meet this expense will be provided by account #8100 – Insurance Expense. T. Hardman seconded. There was a comment from the audience and then a vote was taken. All present were in favor. Motion carried.*

J. Snyder provided an update to the Encore patio renovation.

The next open Board meeting will be held on Wednesday, May 3, 2023 at 1:00 PM in the auditorium at Willow Hall.

There being no further business, the Board meeting adjourned at approximately 2:53 PM.


Samantha Bowker
Administrative Assistant


Tom Hardman
Board Secretary

Approved: May 3, 2023