

AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, AUGUST 16, 2017 WILLOW HALL

1:00PM

Appearances: Mayor Kenneth Palmer from Manchester Township

Pledge of Allegiance

Items to be voted on:

1. Motion to waive the reading of the **minutes**.
2. Motion to approve the August 2, 2017 **minutes**.
3. Motion to approve the Association to contract with Curry Electric to replace 24 **electrical panels** in the residential units at a cost of \$17,400.00 plus any additional emergency panel replacements needed through 9/30/2017 for the same cost of \$725.00 each. This expense will be charged to account# 3295 - Exterior Restoration and Unit Infrastructure.
4. Motion to approve the Association to contract with Curry Electric to replace 50 **electrical panels** in the residential units plus any additional emergency panel replacements needed from 10/1/2017 through 9/30/2018 at a cost of \$725.00 each. This expense will be charged to account# 3295 - Exterior Restoration and Unit Infrastructure.

DIVISION REPORTS

Architectural Division	(Tom Hardman)
Resident Services	(Sara Falk-Zitelli)
Finance Division	(Mary Lou Doner)
Administration Division	(Judith Langreich)

RECREATION REPORT

COMMUNITY MANAGER'S REPORT

UNFINISHED BUSINESS

1. Proposed Bylaws/ Master Deed Amendment - Capital Expenditures

NEW BUSINESS

ADJOURN OPEN MEETING

AUDIENCE COMMENTS:

In general, audience questions and comments should be addressed to the interest of all residents. For resolution of personal or maintenance issues, contact the Department Manager or the Service Manager and, if necessary, the Community Manager.

Present were Russ Steenweg, Susan Nordell, Elaine Baumeister, Louis Maiocco, Sandra Kaufman, Shirley Anthony and Charles Lupo. Also present were Community Manager - Joseph Schultz, Accounting Administrator - Michelle Lampard and Recreation Director - Mary Lighthipe.

This meeting commenced at approximately 1:00p.m.

Pledge of Allegiance

S. Nordell moved to waive the reading of the minutes as attached. S. Kaufman seconded. All in favor. Motion carried.

E. Baumeister moved to approve the July 19, 2017 minutes. S. Nordell seconded. All in favor. Motion carried.

S. Anthony moved to adopt the Operating Budget, Reserve Funding and Maintenance Fee Schedule for FYE September 30, 2018, as presented at the open meeting on July 26, 2017. C. Lupo seconded. All in favor. Motion carried.

J. Schultz, Community Manager reported that the Finance Division is reviewing all the costs presented by management regarding the Club Encore kitchen renovation. He also reported that an engineer is modifying his proposal to rebuild the HVAC units in place and still use a chiller at Club Encore for cost savings; the Architectural Division will review this proposal when submitted by the engineer. He also reported that the Finance Division has recommended to the Board of Trustees the immediate replacement of the 24 electrical panels listed in poor condition from the engineer study; an RFP was created and sent out to 38 electrical contractors and 11 bids were received. He is recommending hiring Curry Electric to replace 24 electrical panels at a cost of \$17,400.00. This expense will be charged to account# 3295 – Exterior Restoration and Unit Infrastructure. He mentioned that the Solar for the Maintenance Buildings is functioning and the Association will be able to sell the SREC's at the end of August. He also mentioned that Manchester Township approved the land use variance for food services, a gym, a salon and dog grooming regarding the vacant professional offices; the Board is currently looking to rent one of the spaces as a beauty salon. He stated that the Board is looking at replacing the Willow pool and whether this will be a capital improvement; the Board will be send this to the Finance Division for their review. He reminded all residents to follow the LVW Pet Policy. He also reminded residents that Mayor Kenneth Palmer will be attending the open Board meeting on August 16, 2017.

M. Lighthipe gave a report for the Recreation Department.

UNFINISHED BUSINESS

1. J. Schultz reported about the replacement of electrical panels in his Community Manager Report.
2. J. Schultz explained the proposed Bylaws and Master Deed amendment regarding Capital Expenditures.

There was no new business.

There being no further business, the business portion of the Board meeting adjourned at 1:23p.m.

An audience comments period followed with residents raising questions and concerns or seeking clarification about a variety of issues. This will be considered in combination with all communication received from residents. Issues of the village with significance will be put on the agenda for future Board of Trustee meetings.

The meeting ended at approximately 2:04p.m.

The next Board of Trustee meeting is scheduled for Wednesday, August 16, 2017 at 1:00PM in Willow Hall.

Samantha Bowker
Administrative Assistant

Elaine Baumeister
Board Secretary

Approved: _____

Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of Trustees

From: Jim Snyder

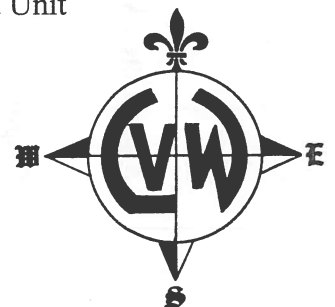
Date: July 26, 2017

Re: Electrical Panel replacements

As the Board is aware we had hired Engineer GPI Greenman-Pedersen to perform an electrical panel inspection at 100 random units. This gave us a snap shot of the condition of the electrical panels in our residential units. During the inspection 24 of the 100 panels were found to be in poor condition. We created an RFP and sent it out to 38 Monmouth and Ocean county electrical contractors. The 11 bids received are listed below. This information will be forwarded to the AdHoc committee for their future planning of replacing the remaining panels over time.

Electrical Contractor	Panel Type	Permits inspection	Upgrade grounding	Price Each	Qty #	Total Cost	Meets Specs
Curry Electric	Cutler Hammer	Included	Extra if required	\$725.00	24	\$17,400.00	Yes
Kingdom Electric	Square D QO or Cutler Hammer	Included	Extra if required	\$750.00	24	\$18,000.00	Yes
3 Brothers	Square D QO	Included	Extra if required	\$800.00	24	\$19,200.00	Yes
Curry Electric	Seimens	Included	Extra if required	\$826.00	24	\$19,824.00	no
Bahr & Sons Electrical	Seimens	Included	Extra if required	\$1,150.00	24	\$27,600.00	no
Ambient Electrical	Square D QO	Included	Extra if required	\$1,209.72	24	\$29,033.28	Yes
National Electric	Cutler Hammer	Included	Extra if required	\$1,240.00	24	\$29,760.00	Yes
Bahr & Sons Electrical	Cutler Hammer	Included	Extra if required	\$1,345.00	24	\$32,280.00	Yes
Semper Fi Electric	Eaton	Included	Included	\$1,450.00	24	\$34,800.00	No
Gregg Reick Electric	Square D QO or Cutler Hammer	Included	Extra if required	\$1,850.00	24	\$44,400.00	Yes
Advanced Designs Electrical.	Square D QO	Included	Extra if required	\$2,175.00	24	\$52,200.00	Yes

It is our recommendation to hire Curry Electric to replace 24 electrical panels at a cost of \$17,400.00. This expense will be charged to GL # 3295 Exterior Restoration and Unit Infrastructure.



LEISURE VILLAGE WEST PROPOSED BYLAWS & MASTER DEED AMENDMENT

Amend the LVW "Bylaws", Article III, Section 10:

Original:

"All decisions of the members including capital expenditures, other than the expenditure of the Association funds the purposes set forth in Schedule A annexed hereto, shall require for passage, affirmative vote of the members representing at least **80 percent** in interest of the undivided ownership of the Condominiums as a whole. The Trustees shall be governed in the making of capital expenditures, other than expenditures made for the purposes set forth in Schedule A annexed hereto, and in other actions by decision made by the members as provided in this section. All other decisions shall require for passage, the affirmative vote of at least a majority of the members in good standing and entitled to vote.

Change to:

"All decisions of the members including capital expenditures, other than the expenditure of the Association funds the purposes set forth in Schedule A annexed hereto, shall require for passage, affirmative vote of the members representing at least **55 percent** in interest of the undivided ownership of the Condominiums as a whole. The Trustees shall be governed in the making of capital expenditures, other than expenditures made for the purposes set forth in Schedule A annexed hereto, and in other actions by decision made by the members as provided in this section. All other decisions shall require for passage, the affirmative vote of at least a majority of the members in good standing and entitled to vote.

Amend the "Amended and Consolidated Master Deed and Declaration of Restrictive and Protective Covenants", Section 17:

Original:

LEISURE VILLAGE WEST ASSOCIATION may acquire recreational facilities whether or not contiguous to the Condominium property for the enjoyment, recreation and benefit of Unit owners. Such recreational facilities may consist of a community hall or auditorium, arts and crafts rooms, card rooms, meeting rooms, woodworking shop, swimming pool, pool building, lakes or ponds, golf courses, shuffleboards, etc., and the fees, costs and expenses of acquiring, maintaining, operating, repairing or replacing any of such facilities and the personal property used in the operation or enjoyment of the same, shall be common expenses. The purchase or acquisition for value of additional recreational facilities with funds of LEISURE VILLAGE WEST ASSOCIATION shall be deemed to be a capital expense and thus require authorization by an affirmative vote of **80 percent** of the interest of the members representative of the undivided ownership of the Condominium as a whole, notwithstanding anything to the contrary in the Bylaws.

Change to:

LEISURE VILLAGE WEST ASSOCIATION may acquire recreational facilities whether or not contiguous to the Condominium property for the enjoyment, recreation and benefit of Unit owners. Such recreational facilities may consist of a community hall or auditorium, arts and crafts rooms, card rooms, meeting rooms, woodworking shop, swimming pool, pool building, lakes or ponds, golf courses, shuffleboards, etc., and the fees, costs and expenses of acquiring, maintaining, operating, repairing or replacing any of such facilities and the personal property used in the operation or enjoyment of the same, shall be common expenses. The purchase or acquisition for value of additional recreational facilities with funds of LEISURE VILLAGE WEST ASSOCIATION shall be deemed to be a capital expense and thus require authorization by an affirmative vote of **55 percent** of the interest of the members representative of the undivided ownership of the Condominium as a whole, notwithstanding anything to the contrary in the Bylaws.