

AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, AUGUST 1, 2018 WILLOW HALL

1:00PM

Pledge of Allegiance

Appearances: Manchester Twp. Police Department

Items to be voted on:

1. Motion to waive the reading of the minutes.
2. Motion to approve the July 18, 2018, minutes.
3. Motion to purchase, for Willow Hall, a Generac 130kW, 3 Phase, 277/408 Volt generator, model #QT13068KNAC and Transfer Switch, model #RTSN600K3, including installation and permits, for a total cost not to exceed \$55,000.00. This expense will be charged to GL#3230 - Capital Replacement - Common Buildings. The unaudited balance for GL#3230 as of 6/30/18 is \$1,307,396.98.
4. Motion to adopt the Operating Budget, Reserve Funding and Maintenance Fee Schedules for FYE 9/30/19, as presented at the Open Meeting on July 25, 2018.

COMMUNITY MANAGER'S REPORT

RECREATION REPORT

UNFINISHED BUSINESS

1. Suspend pool monitors for trial period

NEW BUSINESS

None

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.

LEISURE VILLAGE WEST
BOARD OF TRUSTEE MEETING

JULY 18, 2018
WILLOW HALL

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

This meeting commenced at approximately 1:00 p.m. with the Pledge of Allegiance.

S. Tozzi announced a Town Hall meeting with Verizon representatives on July 23, 2018, at 4:00 pm in Willow Hall. However, this date will be re-scheduled due to a Recreation event conflict.

Caroline Brukel, Vice President of the Manchester Volunteer First Aid Squad, made an appearance asking for support in working with the Manchester police department.

ITEMS VOTED ON:

1. S. Kaufman moved to waive the reading of the minutes. S. Falk-Zitelli seconded. All present were in favor. Motion carried.
2. L. Maiocco moved to approve the July 3, 2018, minutes. C. Lupo seconded. All present were in favor. Motion carried.
3. C. Lupo made a motion to authorize the Association to contract with the following vendors for the **HVAC System Replacement-Club Encore**: Toms River Heating & AC- HVAC-\$226,465.00, Toms River Heating & AC- Plumbing-\$3,250.00, Curry Electrical- Electrical-\$5,736.12, with additional costs for permits and demolition for a total cost not to exceed \$240,000.00. This expense will be charged to GL#3230-Capital Replacement-Common Buildings. The unaudited balance for GL#3230 as of 6/30/18 is \$1,307,396.98. S. Tozzi seconded. All present were in favor. Motion carried.
4. S. Falk-Zitelli made a motion to amend the By-Laws as proposed. S. Kaufman seconded. All present were in favor. Motion carried.

S. Kaufman informed residents that the Board of Trustees has unanimously approved the appointment of Mr. Lawrence Buisa to the Architectural Committee.

COMMITTEE REPORTS

Tom Hardman gave the Architectural Committee report.
No report was given for Activities & Services Committee.
Mary Lou Doner gave the Finance Committee report.
Judith Langreich gave the Administration Committee report

RECREATION REPORT

Mary Lighthipe gave the Recreation report.

S. Tozzi informed residents that after numerous emails and letters, the Board of Trustees has decided to suspend the pool monitors (gate guards) for 2 weekends beginning July 21, 2018 to determine if there are any incidents on the weekends and a decision on how to proceed from there will then be made.

COMMUNITY MANAGERS REPORT

J. Schultz, Community Manager, reminded residents that unless they received a door hanger from Verizon, DO NOT CALL Verizon. Please wait until you receive a door hanger to call Verizon.

J. Schultz, Community Manager, informed residents that a test was being performed for residents who have already had Verizon installed and no longer have the Community channel, to livestream the Board of Trustee meeting. This test was successful and the information to access the link will be on the creepers.

J. Schultz, Community Manager, informed residents that he is still waiting for the engineering results on the roofs of Encore, Willow Hall and Leisure Fair for Solar. Willow Hall and Leisure Fair will most likely need new roofs prior to Solar installation.

UNFINISHED BUSINESS

1. Generator for Willow Hall- J. Snyder, Service Manager, updated residents on the final costs of the generator. It will be voted on at the August 1, 2018 meeting.

NEW BUSINESS

None

The business meeting was adjourned at 1:55 pm.

Michele Schoenig, Acting Administrative Assistant

Sara Falk-Zitelli
Board Secretary

Approved: August 1, 2018

Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of Trustees

From: Jim Snyder

Date: July 17, 2018

Re: Generator for Willow Hall

We have been tasked with obtaining the costs associated with the installation of a full back up generator for Willow hall. Below are the quotes received for a Generic 130KW, 3 Phase, 277/408 Volt generator model # QT13068KNAC , Generic 600 Amp Transfer Switch model # RTSN600K3 and the required batteries. There will also be a need to hire an electrician and plumber for the hook up of the generator. LVW will install the concrete pad required. Manchester Township permits are also required.

Generator			Transfer Switch		
Vendor	Model	Cost	Model	Cost	Total
AP Electric & Generators	QT13068KNAC	\$ 27,439.00	RTSN600K3	\$ 5,099.00	\$ 32,538.00
Electric Generators Direct	QT13068KNAC	\$ 27,439.00	RTSN600K3	\$ 5,099.00	\$ 32,538.00
Apelectric	QT13068KNAC	\$ 27,439.00	RTSN600K3	\$ 5,099.00	\$ 32,538.00
Norwall	QT13068KNAC	\$ 27,439.00	RTSN600K3	\$ 5,099.00	\$ 32,538.00
Northern Tool	QT13068KNAC	\$ 27,439.00			Incomplete
Zoro	QT13068KNAC	\$ 35,917.45	RTSN600K3	\$ 5,780.04	\$ 41,697.49
Amazon			RTSN600K3	\$ 5,099.00	Incomplete

Vendor	Item	Cost
Ambient Electrical	Electrical Install	\$ 11,880.17
Curry Electrical	Electrical Install	\$ 10,641.00
Rieck Electrical	Electrical Install	No Bid Received

Vendor	Item	Cost
Toms River H&A	Gas piping Install	\$ 3,125.00
A Absolute Const.	Gas piping Install	\$ 16,500.00
Messer Plumbing	Gas piping Install	No Bid Received

Vendor	Model	Brand	Qty	Cost	0.06625	Total
Napa	27F700CCA	Interstate	2	\$131.69	\$ 14.45	\$ 277.83
Amazon	27F700CCA	Interstate	2	\$157.49	\$ 20.87	\$ 335.85

It is our recommendation to purchase the Generator and Transfer Switch from AP Electric Generators for a cost of 32,538.00, contract with Curry Electrical for the electrical install at cost of \$10,641.00, Toms River H&A for the gas piping at a cost of \$3,125.00 and purchase the required batteries from Napa for a cost of \$277.83. LVWA will pour the cement pad needed at approximate cost of \$500.00. Permits costs are pending but estimated under \$3,000.00. We are asking the Board to authorize the purchase and installation of a generator at Willow hall with the complete project not to exceed \$55,000.00. This will be charged to GL # 3230 Common Buildings.

