

AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, JANUARY 16, 2019 WILLOW HALL

1:00PM

Pledge of Allegiance

APPEARANCES: Antonio Ellis, Administrative Sergeant from Manchester Police Department

ITEMS TO BE VOTED ON:

1. Motion to waive the reading of the **minutes**.
2. Motion to approve the January 2, 2019 **minutes**.
3. Motion to approve amended **Policy**, "Vehicle Use and Vehicle Parking".

COMMITTEE REPORTS:

Architectural Committee	(Tom Hardman)
Community Services Committee	(Janice Saylor)
Finance Committee	(Mary Lou Doner)
Administration Committee	(Judith Langreich)

RECREATION REPORT (M. Lighthipe)

COMMUNITY MANAGER'S REPORT (J. Schultz/ J. Snyder)

UNFINISHED BUSINESS:

1. Drafted Ballot to reject LVW Bylaw Amendments - to be voted on by BOT on 2/20/2019.

NEW BUSINESS

The next open meeting will be the Audit meeting, which will be held on Wednesday, January 23, 2019 at 1:00pm in the Willow Hall Auditorium. The next open Board meeting will be held on Wednesday, February 6, 2019 at 1:00pm in the Willow Hall Auditorium.

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 L. Maiocco, C. Lupo, S. Falk-Zitelli, A. Damato, F. Weinstein and E. Murphy. Also present were Community Manager – J. Schultz and Accounting Administrator – M. O'Connor.

Absent were S. Tozzi and Recreation Director – M. Lighthipe. J. Snyder – Service Manager arrived at 7:24p.m.

This meeting commenced at approximately 7:00p.m with the pledge of allegiance.

ITEMS VOTED ON:

F. Weinstein moved to waive the reading of the minutes. C. Lupo seconded.

S. Tozzi – Absent
A. DAmato – Abstain
E. Murphy – Yes
S. Falk-Zitelli – Yes
F. Weinstein – Yes
C. Lupo – Yes
L. Maiocco – Yes

Motion carried.

F. Weinstein moved to approve the December 19, 2018 minutes. S. Falk-Zitelli seconded.

C. Lupo – Yes
E. Murphy – Yes
A. DAmato – Abstain
F. Weinstein – Yes
S. Falk-Zitelli – Yes
S. Tozzi – Absent
L. Maiocco – Yes

Motion carried.

A. DAmato moved to approve amended Policy Resolution, "Establishing and Instituting and Administrative Transfer Fee for Owners of Leisure Village West units". C. Lupo seconded. All present were in favor. Motion carried.

C. Lupo moved to approve the purchase of a portable stage lift, model APFLC400P from Accessibility Professionals Inc. for a total cost of \$8,326.00. This expense will be provided by account #3151 – Equipment Additions. The unaudited balance for this account as of 11/30/18 was \$125,743.44. E. Murphy seconded. All present were in favor. Motion carried.

J. Schultz, Community Manager gave a report for the Recreation Department.

COMMUNITY MANAGER REPORT:

J. Schultz mentioned that the bulk services agreement, the Hotwire equipment and lines installed on the Association's common areas became the Association property on or about October 1, 2018. He mentioned that beginning on February 4, 2019, the Association intends to use that infrastructure to create a community network. Residents are asked to notify the

Association if they still have service with Hotwire. A letter will be available to the residents at the Association office that can be used for any issues with billing and returning Hotwire equipment. The President of the Bingo Club will be resigning and anyone wishing to volunteer, please contact the Recreation Director, Mary Lighthipe. The Association is installing a new telephone system for all the offices. There will be one main phone number to call and the auto attendant will direct your call to whichever department you are trying to reach. An article will be published in the LVW magazine explaining this change. A new community channel will be developed to provide information for newcomers. The transponder issues that have been occurring at the Route 37 gate will be assessed by an engineer on January 3, 2019 to detect and resolve the issues we are experiencing. Residents were reminded of the Audit meeting to be held on Wednesday, January 23, 2019 at 1:00pm in the Willow Hall Auditorium.

UNFINISHED BUSINESS

1. The drafted Ballot to reject the LVWA Bylaw Amendments was presented again and explained to the residents. Further information and explanation will be published in the LVW magazine. This will be presented again for the residents to review at the next open Board meeting on January 16, 2019. The Board of Trustees will vote to reject the LVWA Bylaw Amendments to comply with Radburn law on February 20, 2019.

NEW BUSINESS

1. The revisions to the policy for "Vehicle Use and Vehicle Parking" was presented and explained to the residents. This will be voted on by the Board at the open Board meeting on January 16, 2019.

The next open Board meeting will be held on Wednesday, January 16, 2019 at 1:00pm in the Willow Hall Auditorium.

There being no further business, the Board meeting adjourned at approximately 7:33 PM.

Samantha Bowker
Administrative Assistant

Fay Weinstein
Board Secretary

Approved: PENDING

AMENDED POLICY
FOR
VEHICLE USE AND VEHICLE PARKING

WHEREAS, the Board of Trustees is charged with the responsibility of making decisions relative to the use of all common elements within the Village,

THEREFORE BE IT RESOLVED, where a quorum being present, this policy AMENDED, TBD, that the Vehicle Use and Vehicle Parking Policy set forth below is hereby declared to be the parking policy of Leisure Village West Association and that all prior policies concerning parking are hereby rescinded and superseded.

The Community Manager will be authorized to devise a system to implement this policy.

PURPOSE: To provide New Jersey State rules and regulations and to help residents use their vehicles in a manner which will provide the greatest convenience for the vehicle owner and the least inconvenience to their fellow residents.

ALL STANDARD LICENSED MOTOR VEHICLES

Use and Operation

All drivers within Leisure Village West must observe New Jersey State rules and regulations in addition to rules set herein.

- No vehicle shall be parked where it impedes pedestrians, emergency vehicles, or service vehicles.
- No parked vehicle shall extend beyond the unit driveway.
- No vehicles should block another unit's access. Residents should be mindful not to block neighboring unit's access.
- Drivers must adhere to the 25 MPH speed limit.
- Vehicles in a non-operative condition may not be parked on any LVW road or unit driveway.
- Vehicles which have been modified to produce excessive noise are not permitted.
- Vehicle repairs are not permitted on a resident's driveway or anywhere else within LVW other than minor repairs such as flat tire, dead battery, etc.
- Drivers and/or Operators must possess a current driver's license, vehicle registration and proof of insurance.
- A current inspection sticker and license plate is required for each motor vehicle owned and/or operated within LVW.

Registry of Vehicles

Residents **must register** all their vehicles with the Association Office. In addition, residents must notify the Association Office if adding or replacing a vehicle.

PARKING

Parking at Your Unit

Residents must park in their garage, in the unit driveway (apron), or for units with no garage or driveway, in the unit's designated parking space. Under no circumstances are vehicles permitted to park on the grass or sidewalks. Side by side parking in a unit's driveway is not permitted. No overnight street parking on unit backstreets, see "Additional Parking for Residents & Guests" for more options.

Recreational, Oversized and Non-Standard vehicles are allowed only brief standing not to exceed eight (8) hours in or adjacent to the resident's driveway.

~~No parking is 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 ticket vehicles parked overnight on the street between 2:00 am and 6:00 am. See Violations on page 5.~~

Special Parking

Spaces marked SP (Special Parking) are provided for the use of service vehicles and visitors. **SP spaces are not** for parking of resident's vehicles. Overnight parking in SP spaces requires a permit available from the route 70 gatehouse, which may be valid for up to 72 hours.

Additional Parking for Residents & Guests

Daytime Parking

- Daytime Parking is permissible on the backstreets of the Village with additional daytime parking available at Willow, Encore and Leisure Fair parking lots. Residents and their guests should be mindful not to block egress or park in ways that obstruct driveways or mailboxes.
- Overnight parking is permitted at the Administration building from 5PM until 7AM only.
- On weekends and holidays at the Administration Building.

Overnight Parking

- Overnight parking is permitted at the Administration building from 5PM until 7AM only.
- On weekends and holidays at the Administration Building.
- Overnight parking on the backstreets is prohibited, however residents and their guests may park overnight on the following designated striped roadways, not intended for 72 hour or other short-term parking: Vehicles must be removed from the streets for snow plowing operations, violators will be towed at their own expense.

Buckingham

Cambridge

Devonshire

Edinburgh

Huntington

Liverpool

Sheffield

Sterling

Yorkshire

Thornbury Lane, (where designated by signage)

No Overnight Parking is permitted at:

Willow Hall
Club Encore

72-Hour Parking in Marked Spaces for Residents & Guests

The areas listed below have spaces designated for 72-hour parking:

- Professional Building Parking Lot
- Pines Golf Course Parking Lot
- Club Encore – Overflow Lot (see below)

The Overflow Lot, located under the power line right-of-way, has specific designated parking areas as follows:

- Vehicles of residents on day trips from LVW may park in the front of the lot facing Buckingham Drive.
- Daytime parking for both residents and visitors is permitted in the un-numbered parking spaces between the first and second light poles.
- 72-hours parking for both residents and visitors is permitted between the second and third pole. (Spaces marked 31-90).
- Residents requiring parking longer than 72 hours **must** contact the Association office.
- RV and boat spaces are provided and will be assigned by the Administration office.

Paid Parking

Paid Parking is available in the unpaved gravel area at the rear of the Overflow Lot. Spaces P1 – P250 are reserved for residents who require monthly storage of a vehicle or who possess a non-standard or oversized vehicle.

A resident expecting a visitor with an RV must obtain permission from the Association Office for that RV to park in a designated area at the Encore Overflow lot.

All parking in this area requires a permit from the Association Office

Snow Parking

When snow has been forecast all cars must be removed from streets and driveways in order to enable snow removal to be accomplished as quickly as possible. With the exception of the Administration Office lot, all parking lots are available for parking until the snow has been cleared. Vehicles must be removed from the streets for snow plowing operations, violators will be towed at their expense.

OTHER VEHICLE TYPES

Bicycles

Bicycle traffic is governed by traffic regulations similar to those of Motor Vehicles. Bicycles must be ridden in the direction of traffic and close to the curb. Riding is not permitted on sidewalks. Children on bicycles must be accompanied by an adult.

Handicap Motorized Vehicles

The operation of motorized wheelchairs or scooters by disabled individuals is governed by traffic regulations similar to those motor vehicles.

Recreational Vehicles and Boats

The following resident owned vehicles must be registered at the Association Office:

Campers
Mobile homes
Pop-up trailers
Bus-type campers
Other types of recreational vehicles (hereafter called RVs)
Boats on boat trailers

The Association has designated 30 large sized spaces for RVs and spaces for boats on boat trailers. If a space is available in the RV section, a boat may be assigned that space.

Rvs, tow cars and boats may be covered by a fitted covering.

There shall be no overnight occupancy and no cooking at any time in RVs on LVW property. Discharge of gray or black water from RVs is not permitted anywhere within LVW.

Commercial Vehicles

Definition: all vehicles with commercial license plates OR with advertising or lettering on the body or windows which would identify them as commercial vehicles. Vehicles with ladder and/or equipment racks, vehicles with specialized bodies such as utility bodies, flat beds, rack bodies, etc. are considered commercial vehicles.

On a case by case basis, commercial vehicles may be allowed for a charge.

Commercial Vehicles providing service to residents of LVW Association will be allowed.

Oversized Vehicles and Non-Standard Vehicles

Definition: Oversized vehicles are those in excess of 18 feet in length, 8 feet in width and/or 7 feet in height. Non-standard vehicles include mini-buses, limousines and pick-up trucks without commercial identification but with a wheel base larger than that of a full-sized sedan.

Residents who possess a non-standard or oversized vehicle must request a permit to park in the Paid Parking Area. These vehicles are allowed only brief standing not to exceed eight (8) hours in or adjacent to the resident's driveway.

TARPAULIN COVERINGS

A permit is required from the Association office to cover a currently registered and in-use vehicle, in a driveway or in the unit's assigned parking space, with an appropriate form-fitting cover.

PERMITS

- For visitors requiring overnight and/or 72-hour parking in spaces marked SP, permit will be issued by the Gate Guard.
- Residents may obtain a permit at the Association Office for visitors parking an RV in the Overflow Lot.
- Residents requesting monthly storage in the Paid Parking lot may obtain a permit at the Association Office.
- Permits must be displayed on the vehicle dashboard.

VIOLATIONS OF THIS VEHICLE USE & VEHICLE PARKING POLICY

A warning notice (ticket and/or letter) for the first violation.

A fine of \$50.00 will be assessed for the second violation within 1-year from the first violation.

ANY INFRACTION subsequent to the second violation will result in the vehicle being towed at the resident's expense.

Secretary

Violation of LVW parking policy Amended: October 3, 2012
Amended: January 2, 2013
Amended: February 5, 2014
Amended: February 3, 2016
Amended: PENDING

BALLOT to REJECT AMENDMENT

In order to cast a vote to reject the By-Law Amendments, you must return this ballot within thirty (30) days of the date of the notice, which you received with this ballot.

No action is required if you approve of the amendments.

Completed ballots must be returned to the following address by the deadline noted above:

Leisure Village West Association, Inc.
959 Buckingham Drive
Manchester, New Jersey 08759

Only one ballot may be cast per unit.

Vote below to reject any individual amendment:

TABLE OF CONTENTS	<input type="checkbox"/> I vote to REJECT the By-Law amendment which would add a table of contents.
ANNUAL AND SPECIAL ASSOCIATION MEETINGS Article III, Section 2	<input type="checkbox"/> I vote to REJECT the By-Law amendment to Article III, Section 2, which would change the annual meeting from January of each year to August of each year.
NOTICE OF MEETINGS Article III, Section 3	<input type="checkbox"/> I vote to REJECT the By-Law Amendment to Article III, Section 3, last paragraph, which would change the avenue by which notice of open Trustee meetings is delivered to the membership.
QUORUM AND ADJOURNED MEETINGS Article III, Section 8	<input type="checkbox"/> I vote to REJECT the By-Law amendment to Article III, Section 8, which would change the avenue by which notice of rescheduled or adjourned meetings are announced to the membership.
TERM OF OFFICE Article V, Section 2	<input type="checkbox"/> I vote to REJECT the By-Law amendment to Article V, Section 2, which would have Board terms begin on the date of the annual meeting.
ELECTION PROCEDURE Article V, Section 5	<input type="checkbox"/> I vote to REJECT the By-Law amendment to Article V, Section 5, which would move the annual election from September to August.
ATTENDANCE BY UNIT OWNERS Article V, Section 13	<input type="checkbox"/> I vote to REJECT the By-Law amendment to Article V, Section 13, which would change the avenue by which notice of open Board meetings is announced to the membership.

<p>TRUSTEES' OPEN FORUM Article V, Section 14, Subsection (a)</p>	<p>___ I vote to REJECT the By-Law amendment to Article V, Section 14, Subsection (a), which would specify the purpose of the Board's January and July meetings.</p>
<p>TRUSTEES' OPEN FORUM Article V, Section 14, Subsection (b)</p>	<p>___ I vote to REJECT the By-Law amendment to Article V, Section 14, Subsection (b), which would lower the timeframe for posting notice of open Board meetings from seven working days to five calendar days.</p>

Unit Owner's Name: _____

Address (of Unit in Leisure Village): _____

Home Address (if different from above): _____

Unit Owner's Signature: _____