

AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, JUNE 19, 2019 WILLOW HALL

1:00PM

Pledge of Allegiance

ITEMS TO BE VOTED ON:

1. Motion to waive the reading of the minutes.
2. Motion to approve the June 5, 2019 minutes.
3. Motion to approve the revisions to Specification 2_2, "Installation of Vinyl Replacement Windows".
4. Motion to approve the revisions to Specification 1_4, "Extending or Replacing Existing Patios - Encore Models".

COMMITTEE REPORTS:

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

RECREATION REPORT (M. Lighthipe)

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

UNFINISHED BUSINESS:

NEW BUSINESS

- There will be no Board meeting on Wednesday, July 3, 2019. The next open Board meeting will be held on Wednesday, July 17, 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, E. Murphy, F. Weinstein, A. Damato and S. Tozzi. Also present were Community Manager – J. Schultz, Service Manager – J. Snyder, Accounting Administrator – M. O'Connor and Recreation Director – M. Lighthipe. Excused from this meeting was S. Falk-Zitelli.

This meeting commenced at approximately 1:00p.m with the pledge of allegiance.

APPEARANCES: Steve Wolff and James Adagardy from Viking Pest Control were present to explain their services. They are a paperless company and do need the residents email address to provide a copy of the completed service ticket. After the preventive service, they do place a barcode on the garage door frame; this is to track when a service was provided at the unit. The Association contracted with Viking for wood destroying insects, residents may seek additional services for a fee of \$37.00 with a 30-day warranty. Units are serviced based on a resident or the Association putting a service ticket in. If the technician is at one unit, service will only be provided to that unit. By law each unit needs to be marked out and scheduled. Resident questions and comments followed. Mr. Wolff and Mr. Adagardy left at 1:21pm.

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

F. Weinstein moved to waive the reading of the minutes. C. Lupo seconded. All present were in favor. Motion carried.

F. Weinstein moved to approve the May 15, 2019 minutes. C. Lupo seconded. All present were in favor. Motion carried.

A. DAMATO moved to approve to purchase the XMark 72" Laser S Series Mower from Lakehurst Lawn Mower for a total cost of \$11,979.32 which includes shipping and tax. This expense will be provided by account #3150 – Property Fund – Replacements. The unaudited balance for this account as of 4/30/19 is \$828,878.37. S. Tozzi seconded. All present were in favor. Motion carried.

M. Lighthipe, Recreation Director gave a report for the Recreation Department.

COMMUNITY MANAGER REPORT: (J. Schultz & J. Snyder – Service Manager)

The solar panels are currently being installed at Club Encore. The panels for the Association building will arrive on June 6th. The lease began on June 1st. KLVW created a recycling video explaining restrictions. It was suggested that KLVW continue replaying this video. It was stated at a previous meeting that the visitor's lists are being purge, it will be extended until Friday, June 7th. Residents are asked to review and make any revisions to their list prior to Friday. Reminder that Residents must receive a permit from the Association office to perform for any work in their five-foot area. Road Paving Update: next week milling will be taken place on the main drag of Cambridge Circle and residents in that area will receive a one-call with prior notice.

The roadways in our community need to be re-striped. The following bids have been received to stripe Buckingham Drive from the 37 gate to the bridge, and the roads that have been paved on Cambridge Circle. The sales tax has been added into the quotes received.

<u>Buckingham Drive</u>	
Straight Edge Striping	\$11,909.80
Traffic Lines, Inc.	\$13,475.48
Zone Striping Inc.	DID NOT BID

<u>Cambridge Circle</u>	
Straight Edge Striping	\$6,618.75
Traffic Lines, Inc.	\$7,793.06
Zone Striping Inc.	DID NOT BID

After discussion and the recommendation from management, *F. Weinstein* moved to approve to contract with Straight Edge Striping to do the striping of Buckingham Drive for a total cost of \$11,909.80 and do the striping on Cambridge Circle for a total cost of \$6,618.75. The total cost to stripe both areas are \$18,528.55. This expense will be provided by account #3290 – Capital Replacement Roads. *C. Lupo* seconded. All present were in favor. Motion carried.

The Association previously contracted with an engineering company, Global Hydro, Inc. to see if it was possible to get the Well Water Allocations from the DEP adjusted to meet our needs. They have completed the initial tasks in Schedule A (See below) which were required in order to proceed with the application for the increases needed. On April 22, 2019, Global Hydro Inc., Dwyer Geosciences and the Service Manager, J. Snyder attended a pre-application meeting with the D.E.P to discuss the findings. An initial study proved that we have a good case for increasing our monthly water allocations from 24 million gallons to 37 million gallons as long as we do not exceed our yearly allocation of 142 million. If approved, this will allow us better utilization of our water when needed.

Schedule "A" Tasks		Major Modifications Tasks	
GRS-32 Analysis	\$2,770.00	Mapping Requirements	\$1,520.00
Surface Water Basin Inspection	\$760.00	Hydrogeological Technical Report	\$1,710.00
Skim Flow Analysis	\$1,200.00	Source Data for Ground Water Wells	\$760.00
Drawdown Impact	\$1,200.00	NJDEP Permit Application	\$1,360.00
Letter Report	\$1,060.00	NJDEP Permit Application Fee	\$10,860.00
Pre-Application Meeting	\$980.00	Out of Scope Work	TBD
Total:	\$7,970.00	Total:	\$16,210.00

C. Lupo moved to approve to contract with Global Hydro Inc. to request a Major Modifications to our Water Allocation Permit at a cost of \$16,210.00. This expense will be provided by account #3260 – Capital Replacement- Irrigation/ Well Motors Fund. *F. Weinstein* seconded. All present were in favor. Motion carried.

There was no unfinished business.

NEW BUSINESS:

1. The revisions to Specification 1_4, "Extending or Replacing Existing Patios – Encore Models" was presented and discussed. This will be voted on at the next open meeting by the Board on June 19, 2019.
2. Residents were previously notified that Bingo was suspended until further notice. *E. Murphy moved to approve to dissolve the existing Bingo Club, its officers and to transfer funds to the Association until the new Bingo Club is formed. F. Weinstein seconded. All present were in favor. Motion carried.* This will be brought back to the Community Services Committee to set- up a new election. The Bingo Club Bylaws were worked on by several Committees. *The Board approved the revisions to the Bingo Club Bylaws.*

The next open Board meeting will be held on Wednesday, June 19, 2019 at 1:00pm in the Willow Hall Auditorium.

There being no further business, the Board meeting adjourned at approximately 2:16PM.

Samantha Bowker
Administrative Assistant

Fay Weinstein
Board Secretary

Approved: PENDING

VINYL REPLACEMENT WINDOWS

I. SPECIFICATION FOR INSTALLATION OF VINYL REPLACEMENT WINDOWS

GENERAL

Replacements must be double pane vinyl-glazed windows.

COLOR, SIZE AND STYLE

The specification is planned to preserve uniformity of color, size and style for units under one roof and for individual models within different sections of the Village. As a general rule replacement must match the windows being replaced and maintain the exterior trim color. ~~Windows with embedded grids must be replaced by windows with grids.~~ A relatively few exceptions are permitted, as follows:

Kitchen and Bathroom Windows. Where smaller size windows are located above sinks and counters the replacements may be installed without grids. Sash windows may be replaced with sliders or casements. Note that the decision to install casement windows overlooking walkways must take account of safety considerations.

Brown Windows. Replacements are expensive and of limited availability. Brown windows may be replaced by windows with white sashes and frames and grids. The capping (or side) panels must match the trim color. All windows on any one side of a unit must be replaced at one time, other than the small slider windows in bathrooms. (See photograph of white window frames with brown trim)

Jalousie Windows. Some Original models in Condos 1-22 were built with jalousie windows in the sun rooms. These may be replaced with single or double hung sash windows with grids to match the existing windows of the unit in color and style. Brown windows may be replaced by windows with white sashes, frames and grids. The capping (or side) panels must match the trim color.

Plain Windows. All later Greenery models in Condos 50-76 were built without embedded grids. The units involved are in Liverpool Circle, Chatham Lane, Winchester, Westminster, Wootton and Friar Courts. Residents in these models may select plain glass windows as replacements. When installing new windows, the new windows must match the design of the previously installed new windows in the adjacent unit.

Window Grids. Double hung windows may be installed with or without grids but must follow these guidelines. All windows, per unit side, must be matching either all with grids or all without.

Garden Windows. These windows were installed in some Encore models. They may be replaced by single or double hung sash windows with grids to match the existing windows of the unit in color and style.

SPECIFICATION NO. 2_2
VINYL REPLACEMENT WINDOWS

PERMIT REQUIRED
Page 2 of 2
Trustee Approved: July 2, 2008

DIMENSION & INSTALLATION

The following installation guidelines must be observed:

- 1) All sills and heads are to be level, with jambs plumb, and shims used where necessary.
- 2) Squareness of the window unit is to be checked before final anchoring into the wall.
- 3) All voids between jams and framing are to be filled with loose insulation.
- 4) An allowance of 1/4 inch caulking is to be used between the perimeter of the window unit and exterior finish. Caulking application is to be neat and clean.
- 5) Protection of the window opening during construction is required. Also, protect and finish-paint exposed wood trim members promptly.
- 6) Installation and operation of the window should be checked before application of interior trim.

NOTE:

ENCORE MODELS ONLY: Roxy, Savoy, Ritz, Waldorf, Pickford, Victoria (with wood trim around the windows)

1. All windows MUST be replaced with New Construction Window.

The unit owner shall notify the Permits & Inspection Division Volunteer (name and phone number show on face of PERMIT) when work has been completed.

INSTALLER

Window installation must be made by a contractor who is registered with the Division of Consumer Affairs. Such Contractor must furnish the Leisure Village West Association Office with a current certificate of insurance before unit owner can apply for a permit, and before any work can begin.

TERMS & CONDITIONS

A copy of the TERMS & CONDITIONS, as attached to the resident's permit applies to all of the above.

This building improvement Permit will be filed with the Ocean County Clerk's Office.

RESPONSIBILITY FOR THE MAINTENANCE, REPAIR OR REPLACEMENT OF THIS IMPROVEMENT IS THAT OF THE UNIT OWNER, OR SUBSEQUENT OWNER, AND NOT THE LEISURE VILLAGE WEST ASSOCIATION

Trustee Approved: July 2, 2008
PENDING BOT APPROVAL



SPECIFICATION NO. 1 4
ENCORE MODELS

PERMIT REQUIRED

Page 1 of 2

Trustee Approved:

Date: JULY 18, 2007

SPECIFICATION FOR EXTENDING OR REPLACING EXISTING PATIOS – ENCORE MODELS

Encore Models: Roxy, Savoy, Ritz, Pickford, Waldorf, Victoria.

MATERIAL

Patio slab must be one of the following: poured concrete, patio blocks, pavers or bricks, and must be set in a base of sand. Poured concrete is **prohibited** over any utility lines.

COLOR

Natural or uncolored poured concrete. Only grey or earth-tones are acceptable colors for patio blocks, pavers or bricks.

DIMENSION & INSTALLATION

~~Total Maximum square footage is limited to 120-180 square feet, no exceptions. If walkway abuts patio, walkway will be included as part of the square footage of the patio.~~ The extension must be flush with the existing patio, and with the existing lawn elevation. Patio must have direct surface run-off away from walkway and unit. There shall be only one patio site per unit. A diagram must be submitted for all patio alterations.

Patio alteration where digging is involved requires a call to New Jersey One Call. Whether you are planning to do it yourself or hire a contractor, one call to 811 (or 1-800-272-1000) gets your underground utility lines, which includes gas lines, marked for FREE.

The unit owner shall notify the Physical Plant Division Inspector (name and phone number shown on face of PERMIT) when work has been completed.

PLANTINGS

Planting beds are permitted only 3-feet from the edge of the patio and must not exceed this space. Such plants must be maintained at a 4-foot height at maturity. Reference Spec. No. 1 for approved plantings. Overall patio and planting design shall not impede mowing operations allowing unobstructed access to adjoining units.

The planting beds surrounding the patio, as well as the patio itself, must not interfere with the operation of any sprinkler heads.

STORAGE

Patios shall not be used for storage of household or garden implements.

INSTALLER

Patio installation must be made by a qualified contractor who is registered with the Division of Consumer Affairs or qualified resident. Such contractor must furnish the Leisure Village West Association office with a **current certificate of insurance before unit owner can apply for a permit, and before any work can begin.**

TERMS & CONDITIONS

A copy of the TERMS & CONDITIONS, as attached to the resident's permit, applies to all of the above.