

# **AGENDA**

## **LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, MARCH 6, 2019 WILLOW HALL**

**7:00PM**

Pledge of Allegiance

### **ITEMS TO BE VOTED ON:**

1. Motion to waive the reading of the minutes.
2. Motion to approve the February 20, 2019 minutes.
3. Motion to approve the revised Policy, "Control Gate Entry".

### **RECREATION REPORT**

### **COMMUNITY MANAGER'S REPORT**

### **UNFINISHED BUSINESS:**

### **NEW BUSINESS:**

1. 2019 Swimming Pool Rules

The next open Board meeting will be a Town Hall meeting held on Wednesday, March 20, 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, F. Weinstein, S. Tozzi, A. DAmato and E. Murphy. Also present were Community Manager – J. Schultz, Service Manager – J. Snyder, Accounting Administrator – M. O'Connor and Recreation Director – M. Lighthipe.

Absent was S. Falk-Zitelli.

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

Detective Joseph Fastige from the Manchester Police Department spoke about the most popular scams that Residents are falling victim to. He will also provide the Association with forms that Residents can fill out if they have special instructions when police arrive at their unit. He left at 1:10pm.

ITEMS VOTED ON: (\*continued in Unfinished 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 accept the February 6, 2019 minutes as amended. (page 3, Unfinished Business, #1-remove the word reject and insert "approve). C. Lupo seconded. All present were in favor. Motion carried.

A.DAmato moved to approve the LVW Bylaw Amendments: Table of Contents, Annual and Special Association Meetings - Article III, Section 2, Notice of Meetings - Article III, Section 3, Quorum and Adjourned Meetings - Article III, Section 8, Term of Office - Article V, Section 2, Election Procedure - Article V, Section 5, Attendance by Unit Owners - Article V, Section 13, Trustees' Open Forum - Article V, Section 14, Subsection (a), Trustees' Open Forum - Article V, Section 14, Subsection (b). F. Weinstein seconded. All present were in favor. Motion carried.

L. Maiocco stated that the amendments shall become effective after a 30-day period, allowing time for eligible voting members to reject this action. The Association will mail a rejection ballot, no later than February 21, 2019. Any eligible voter has until the close of business, 4:00pm on March 22, 2019 to turn in their rejection ballot.

C. Lupo moved to approve the Association to contract the Pool Management Services with Candlewood Management Services for the 2019 season for one lifeguard per pool for a cost of \$54,850.00 along with the unguarded option at the end of the season for \$1,748.65. This expense will be provided by account #8570 - Swimming Pool Repair and Maintenance. E. Murphy seconded. All present were in favor. Motion carried.

COMMITTEE REPORTS:

T. Hardman, Chairperson gave a report for the Architectural Committee.

J. Saylor, Chairperson gave a report for the Community Services Committee.

M.L. Doner, Chairperson gave a report for the Finance Committee.

F. Weinstein, Trustee Liaison gave a report for the Administration Committee.

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

COMMUNITY MANAGER REPORT:

J. Schultz reminded residents that trash should be placed in the container in the ground outside the unit and not at the curb. Also, recycling containers should have a locking lid. VISTON has new members; S. Kaufman and V. Williams will head the program. He reported that there will be a Town Hall meeting which will consist of two parts on Wednesday, March 20, 2019 at 1:00pm in the Willow Hall Auditorium. The first part will be Verizon reporting on the installation process that took place in the Village. The second part will be for residents. Some topics that will be discussed are the Common Building Fiber Network, Solar Expansion, Tops Software, Tree Maintenance and Tree Replacement, Handheld GPS Devices for Works orders, In-House Trash Collection, Encore Greenery, Willow & Leisure Fair Window and Siding Replacements, Club Encore Auditorium Refurbishment, Cedar Shake Replacement, Capital Improvement Fund, Swipe-Card Expansion, Speed and Speeding, Community Channels and Overnight Parking.

L. Maiocco stated that the Board has received a lot of feedback regarding the Overnight Parking. The Board will develop an Ad Hoc Committee to look into this Policy further.

UNFINISHED BUSINESS

1. J. Snyder stated that after carefully reviewing all bids again, meeting with each vendor to make sure they could meet the specifications and would be able to complete the Willow Pool Renovation on time, he is now recommending to contract with Sparkling Pools who came in as the low bid for a cost of \$73,137.71. This was previously presented to the Board at an open Board meeting on February 6, 2019 recommending Blue Haven.

C. Lupo moved to approve the Association to contract with Sparkling Pools for a cost of \$73,137.71 and also approve the estimated upgrades for \$23,000.00 plus additional unforeseen expenses for a total not to exceed expense of \$100,000.00. This expense will be provided by account #3230 – Capital Replacement/Common Buildings. E. Murphy seconded. All present were in favor. Motion carried.

2. The Board discussed the proposed revisions to the "Control Gate Entry System" Policy in a workshop session. J. Schultz reported that the Board wishes to remove any charge for a Transponder. The Board will vote on this at the next open Board meeting on March 6, 2019.

There was no new business.

The next open Board meeting will be held on Wednesday, March 6, 2019 at 7:00pm in the Willow Hall Auditorium.

The business portion of this meeting ended at approximately 2:02p.m.

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Samantha Bowker  
Administrative Assistant

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Fay Weinstein  
Board Secretary

Approved: PENDING

DRAFT

POLICY RESOLUTION

CONTROL GATE ENTRY SYSTEM

AMENDED FEBRUARY 6, 2013 PENDING

**WHEREAS**, Leisure Village West is a common interest private gated community; with controlled access to the Village, and

**WHEREAS**, the Board of Trustees of Leisure Village West, under the authority of the governing documents, must develop rules and regulations to ensure the privacy of residents; and

**WHEREAS**, the Board of Trustees is obliged to provide the residents of the Village an appropriate system for entry and exit so as to avoid unlimited public access.

**IT IS NOW THEREFORE**, this ~~6<sup>TH</sup> DAY OF FEBRUARY 2013~~ TBD, declared to be the policy of Leisure Village West:

Control entry devices will be provided to the residents on the following basis:

- 1) One (1) control entry device will be issued to each unit upon presentation of a current, valid, vehicle registration, a current driver's license and a valid certificate of insurance assigned for that vehicle. Additional control entry devices will be issued as follows:
  - a) Residents of Eton, Greenbriar, Concord, Falmouth or Nantucket models ~~can purchase~~ may obtain a maximum of one (1) additional control entry device, upon the presentation of a valid Driver's License, Vehicle Registration and Insurance card for \$25.00. This second vehicle is required to park in a 72-hour parking space in the Encore overflow parking lot.
  - b) Residents of Cambridge, Baronet, Winfield, Regency, Wheaton, Oxford, Stratford, Blair, St Tropez, Hastings, Roxy, Savoy, Ritz, Pickford, Waldorf, or Victoria models ~~can purchase~~ may obtain a maximum of two (2) additional control entry devices, upon the presentation of a valid Driver's License, Vehicle Registration and Insurance card registered to the resident for \$25.00 each. The additional vehicle is required to park in a 72-hour parking space in the Encore overflow parking lot if driveway space is unavailable.
- 2) Gate entry devices are not transferable from vehicle to vehicle nor resident to resident. ~~When replacement of a device is needed, when a new vehicle is purchased, windshield is replaced or any other reason, the UNIT will be assessed a Fee. Fees are set by the Board of Trustees. No charge will be assessed to replace a Transponder.~~
- 3) No entry device will be assigned to vehicles used for commercial purposes, livery vehicles, motorcycles, scooters, mopeds, bicycles and oversized vehicles.
- 4) A resident who is provided a *company owned vehicle* may be assigned a device upon the presentation of a current registration, valid driver's license and certificate of insurance and in the case of a rental or lease a copy of the lease agreement and a letter from the company

authorizing the use of the vehicle. Gate devices will not be assigned unless the information is presented.

5) Residents with a disability who possess a state issued non-driver ID, solely for the purpose of providing identification, or if there is no vehicle owned or associated with their unit, may obtain a handheld transponder. Handheld transponders are only to be used by the resident to whom it is issued and may result in forfeiture if used by others.

5)6) All Gate Access Devices will be controlled by the Association office and may be disabled at the discretion of the Association without prior notice.

6)7) Emergency vehicles and Police, Fire, Emergency medical vehicles and postal vehicles will be assigned with the approval of the Community Manager.

7)8) A memorandum of agreement between the Association and the resident is to be signed at time of device issuance referring to the parking of vehicles.

8)9) Damage to Property:

- a. Any driver causing damage and/or destruction to property will be responsible for replacement or repair of any damaged property.
- b. Vehicles using the entry and exit gates must not proceed through gates until the gate and wooden arm is in a full maximum upright position. Vehicles must not piggyback nor bumper-hug the vehicle in front during entry or exiting the village.

Violation of these rules, regulations and policies may result in the revocation of the control gate entry device.

This policy supersedes the "Distribution of Transponders to Residents without Automobiles" policy dated October 1, 1997. In addition, any provision contained in any previously adopted policy of the Association which conflicts with any provision set forth herein, shall be deemed void and the provision contained herein shall govern.

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Board Secretary

Accepted and Approved: November 7, 2007  
January 2, 2008  
June 3, 2009  
March 3, 2010  
July 5, 2012  
February 6, 2013  
PENDING

-Gate Entry Policy-July 5-2012.doc

**LEISURE VILLAGE WEST ASSOCIATION  
SWIMMING POOL RULES  
2019 SEASON**

The official opening is Friday, May 24<sup>th</sup> for the Willow and Encore pools. Both the Willow and Encore pools will remain open until Sunday, September 8<sup>th</sup> (weather permitting and subject to the availability of lifeguards). The Willow Pool will remain open for RESIDENTS ONLY with NO lifeguard on duty until Monday, September 30.

**NO SWIMMING UNLESS LIFEGUARD IS ON DUTY**

<b>POOL HOURS:</b>	<b>Willow Pool</b>	11 am to 7 p.m. Monday – Friday 10 am to 7 p.m. weekends & holidays
	<b>Encore Pool</b>	10 am to 8 p.m. daily <u><i>From July 1<sup>st</sup> through August 18 the Encore pool will close at 9 p.m.</i></u>
	<b>Aquacisers</b>	10am to 11am Monday through Friday at Willow Pool Only (NO CLASSES on Holidays or Weekends)
	<b>Lap Lanes</b>	Residents must yield to lap lane swimmers
	<b>Adult Guests</b>	<b>(Accompanied by a resident)</b> Regular pool hours as listed above.
	<b>Youth Guests</b>	4 to 14 years of age <b>(Accompanied by a resident)</b> 10am to 1pm at Encore Pool & Pool Area 4pm to 7pm at Willow Pool & Pool Area

**Youth guests under 4 years of age are not permitted in either pool.**

In the event of the closing of one pool; the youth guest hours are as follows at the opened pool - 11am to 1pm and 4pm to 7pm. A 20-minute grace period will be allowed for children to exit the pool area at the end of the children's swim hours. Children are not allowed in the pool area at any time other than designated youth hours. Children 10 years of age and under must be supervised by a parent or grandparent for the entire time they are in the water. Unsupervised children will be asked to leave the pool. Roughhousing and horseplay will not be tolerated.

**BADGES:**

Members without guests must present their photo ID badge for verification of member status at the monitor stand before admittance to the pool area.

Members with guests must present their photo ID badge for verification of member status at the monitor stand. Members with guests will be required to sign in upon arrival and sign out upon departure. Member's guests will be issued a disposable wristband for the day. Guests must surrender their wristband before leaving the pool area for the day and may only return with a member.

**GUESTS:** Up to (4) adult or youth guests are permitted and **MUST** be accompanied by a **RESIDENT** who must **REMAIN** with guests and have the appropriate wristbands at all times.

**ATTIRE:** Proper swim attire must be worn from home to pool since changing area is limited. Cut-off jeans are not allowed in the pool. A cover-up wrap is needed when entering the clubhouses. The Association is not responsible for any discoloration of bathing suits due to pool chemicals. Street shoes are not allowed in the pool. **DO NOT LEAVE SHOES OR SLIPPERS AT THE POOL STEPS.**

**DIAPERS:** Only diapers specially designed for immersion in water are permitted.

**SAFETY:** **NO DIVING OR JUMPING IS ALLOWED AT EITHER POOL AND WILL BE STRICTLY ENFORCED. NO SITTING OR STANDING ON POOL STEPS. RESIDENTS & GUESTS MAY SIT ON STEPS WHERE INDICATED AT THE ENCORE POOL. *Weather related closures are at the discretion of the lifeguard. The lifeguard will determine when to reopen the pool. Lifeguards do remain on duty during rain.***

**SWIM AIDS:** NO floats, toy surfboards or swim toys are permitted in the pool with the exception of noodles. Noodles are not to exceed two per person. Mesh seat noodles are also acceptable. Swimsuits that incorporate a flotation device as part of the suit construction are allowed. Swimmies are allowed. Residents are permitted to use therapeutic aquatic belts. Coast Guard approved life vests are also permitted.

**HEALTH:** **PERSONS WITH OPEN WOUNDS ARE NOT PERMITTED IN EITHER POOL OR JACUZZI AT ANY TIME. LIFEGUARDS WILL ENFORCE THIS RULE.**



**FOOD:** Food and beverages are permitted in the pool area. **NO GLASS OR OTHER SIMILAR CONTAINERS THAT MIGHT CAUSE PERSONAL INJURIES IF BROKEN ARE PERMITTED IN THE POOL AREAS. NO ALCOHOLIC BEVERAGES ARE PERMITTED IN THE POOL AREAS.** Tables and surrounding area are to be left clean.

**SMOKING:** Neither smoking nor vaping are permitted within 25ft of the pool area. Please use designated areas.

**LOUNGES,** Lounges, chairs or tables are not to be reserved with a towel, etc.

**CHAIRS, TABLES:** When leaving the pool area chairs and lounges are to be returned to their proper places.

**SHOWERS:** Bathers are required to shower before entering the pools. If water shoes are worn please rinse before entering the pool.

**JACUZZI:** Residents are to read and follow rules posted at the Jacuzzi. **No one under the age of 16 is allowed in the Jacuzzi.**

**MUSIC:** Please use headphones where possible, otherwise be considerate and keep the volume down as not to disturb fellow members.

**ALL RULES AND REGULATIONS WILL BE STRICTLY ENFORCED.**

**Have an Enjoyable Season**

