

AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, MAY 15, 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 May 1, 2019 minutes.
3. Motion to contract with All Star Plumbing to install 2 AO Smith BTXL-100 water heaters and 1 Taco recirculating pump for a total cost of \$15,430.00 which includes permit fees. This expense will be provided by account # 3230 - Capital Replacement/ Common Buildings. The unaudited balance for this account as of 4/30/19 is \$764,645.04.

COMMITTEE REPORTS:

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

RECREATION REPORT (M. Lighthipe)

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

UNFINISHED BUSINESS:

NEW BUSINESS

1. Revisions for Specification 2_2, "Installation of Vinyl Replacement Windows"

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- The next open Board meeting will be held on Wednesday, June 5, 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, S. Falk-Zitelli, A. Damato and S. Tozzi. Also present were Community Manager – J. Schultz and Service Manager – J. Snyder. Absent were Accounting Administrator – M. O'Connor and Recreation Director – M. Lighthipe.

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

ITEMS VOTED ON: *(continued in New Business)*

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

F. Weinstein moved to approve the April 17, 2019 minutes. E. Murphy seconded. All in favor. Motion carried.

S. Falk-Zitelli moved to approve/reaffirm the members of the Election Committee. S. Tozzi seconded. All in favor. Motion carried.

A.DAmato moved to approve the purchase of three pump and motors from Always Pure & Clear Water Well Drilling for a cost of \$5,041.04. This expense will be provided by account #3260 – Capital Replacement Fund – Irrigation/ Well Motors. The unaudited balance for this account as of 3/31/19 is \$144,677.55. F. Weinstein seconded. All in favor. Motion carried.

C. Lupo moved to approve to contract with All Good Construction for the 2019 roofing project to replace 2485.5 squares of roof for a cost of \$538,110.75 and to contract with Gutter Masters for the gutter replacement at a cost of \$35,220.00. These expenses will be provided by account #3270 – Capital Replacement/Roofs. The unaudited balance for this account as of 3/31/19 is \$1,036,629.20. S. Tozzi seconded. All in favor. Motion carried.

S. Tozzi moved to approve to lease two (2) Freightliner trucks from H.A. DeHart and Son for 60 months at \$6,486.12 per month. This expense will be provided by account #7400 – Sanitation Service. E. Murphy seconded. All in favor. Motion carried.

E. Murphy moved to approve the revisions to Specification 3_5, "To Install/Replace Storm Doors or Retractable Screen". C. Lupo seconded. All in favor. Motion carried.

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

COMMUNITY MANAGER REPORT: J. Schultz & J. Snyder

Installation of the solar panels for the Association office and Club Encore will begin next week. The Club Encore hot water heaters are due for replacement. They went out to bid and received the following:

VENDOR	EQUIPMENT	PRICE
Toms River Heating & A/C	2AO Smith BTXL-100 water heaters and 1 Taco recirculating pump	\$17,015.00
Messer Plumbing	Did not bid	N/A
Neil Slattery Plumbing and Heating and Cooling	2AO Smith BTXL-100 water heaters and 1 Taco recirculating pump	\$15,034.13
All Star Plumbing	2AO Smith BTXL-100 water heaters and 1 Taco recirculating pump	\$14,730.00
Manchester Township Permits and Fees		\$700.00

They are recommending to contract with All Star Plumbing to install 2 AO Smith BTXL-100 water heaters and 1 Taco recirculating pump for a total cost of \$15,430.00 which includes permits. This expense will be provided by account #3230 – Capital Replacement/Common Buildings. The Board will vote on this at the next open Board meeting on May 15, 2019. Maintenance is working on opening the pools for the season. The pools will open on Friday, May 24th. Paving has begun in the Cambridge Circle area. There is no need to remove vehicles until notified. The paving will take a couple of weeks to complete. Increasingly, more of our services are being provided by online service providers to give residents more capability to see and sometimes manage their accounts and services from the comfort of their home or from a mobile device. We have a OneCallNow partnership, which gives you the capability to add multiple phone numbers and email addresses to stay better informed. Recently, the Association has started a new accounting program, Tops[One]. This also gives you the same capability to manage some of our online offerings which is managed through an online portal connected to your account. Recently, there was a change to our pest control provider which is now Viking Pest Control, a more modern company that also has an online portal. Some residents may have received an email or text from Viking inviting you to enroll. This was in error and was immediately stopped. Viking has apologized for this action and has taken the steps to ensure it doesn't happen again. The portal information will be posted, so that those of you that would like the ability to use their portal, can. Residents are asked that when turning on the outside faucet for the first time to check for a leak. The Board previously approved for the Association to remove the Hotwire pedestals which will begin in late Spring.

There was no unfinished business.

NEW BUSINESS:

1. E. Murphy moved to approve the revisions to Specification 3_5, "To Install/Replace Storm Doors or Retractable Screen". C. Lupo seconded. All in favor. Motion carried.
2. E. Murphy announced that the Board approved Victoria Polukord as a member of the Finance Committee.

A.DAmato thanked Joe Piscitelli from the Greenhouse for the work he has done. Residents were reminded that Friday, May 3rd is the last day to retrieve their plants.

The next open Board meeting will be held on Wednesday, May 15, 2019 at 1:00pm in the Willow Hall Auditorium.

There being no further business, the Board meeting adjourned at approximately 7:21PM.

Samantha Bowker
Administrative Assistant

Fay Weinstein
Board Secretary

Approved: PENDING

Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of Trustees

From: Howard Height

Date: April 19, 2019

Re: Encore – New Hot Water Heaters

The Encore Hot water heaters are due for replacement. There are 2 gas fired 80 gallon/ 299,000 BTU water heaters that supply hot water for the entire building. We are looking to replace them with energy efficient hot water heaters. We went out to bid and the results are as follows:

Vendor	Equipment	Price
Toms River Heating and AC	2 AO Smith BTXL-100 water heaters and 1 Taco recirculating pump	\$17,015.00
Messer Plumbing	Did not bid	N/A
Neil Slattery Plumbing and Heating and Cooling	2 AO Smith BTXL-100 water heaters and 1 Taco recirculating pump	\$15,034.13
All Star Plumbing	2 AO Smith BTXL-100 water heaters and 1 Taco recirculating pump	\$14,730.00

Manchester Township	Permit fees	\$700.00
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We recommend contracting with All Star Plumbing for \$14,730.00 to install 2 AO Smith BTXL-100 water heaters and 1 Taco recirculating pump. The total with permit fees will be \$15,430.00. This expense will be charged to GL# 3230 – Capital Replacement – Common Buildings.



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 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, Wooten 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
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TrusteeApproved:July2,2008

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