

AGENDA

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

1:00PM

Pledge of Allegiance

APPEARANCES: Harvey Janelli from the U.S. Census Bureau

ITEMS TO BE VOTED ON:

1. Motion to waive the reading of the October 2, 2019 and August 30, 2019 minutes.
2. Motion to approve the October 2, 2019 minutes.
3. Motion to approve the August 30, 2019 Annual Meeting of Members minutes.
4. Motion to approve to replace 24 benches with in-ground mounted recycled plastic type benches from Belson Outdoors for a total of \$11,144.66. This expense will be provided by account #3150 - Property Fund - Replacements. The unaudited balance for this account as of August 31, 2019 was \$883,652.98.
5. Motion to approve the replacement of the Club Encore pool and spa filters with five Haywood Model #HCF7030C filters from Get Pool Parts at a cost of \$6,952.90 along with installation material needed for a cost of \$500.00. The total expense is \$7,452.90. This expense will be provided by account #3230 - Capital Replacement - Common Buildings. The unaudited balance for this account as of August 31, 2019 was \$743,944.30.

COMMITTEE REPORTS:

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

RECREATION REPORT

COMMUNITY MANAGER'S REPORT

UNFINISHED BUSINESS

1. Proposed Bylaws Amendment Relating to Leasing or Rental of Units

NEW BUSINESS

- The next open Board meeting will be held on Wednesday, November 6, 2019 at 7:00pm 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.

POSTED: OCTOBER 11, 2019

Present were L. Maiocco, C. Lupo, E. Murphy, F. Weinstein, A. DAmato and S. Falk-Zitelli. Also present were Community Manager – J. Schultz, Accounting Administrator – M. O'Connor, Service Manager – J. Snyder and Recreation Director – M. Lighthipe. Absent was S. Tozzi.

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

C. Thompson, Chairperson of Election Committee announced the results of the Trustee Election for 2019 as follows: The Annual Meeting on Members was held on Friday, September 27, 2019.

James Burke received 455 votes
Thomas Ferrell received 194 votes
Louis Maiocco received 1,012 votes
Eugene Murphy received 932.5 votes

There were six write-ins, 116.5 abstentions, 1396 ballots received towards quorum, 1,358 ballots processed and 38 invalids.

Voting for the Reorganization of Officers for 2019-2020:

C. Lupo nominated L. Maiocco for President. No other nominations were given. A vote was called and by show of hands all present were in favor.

E. Murphy nominated C. Lupo for Vice President. No other nominations were given. A vote was called and by show of hands all present were in favor.

F. Weinstein nominated E. Murphy. No other nominations were given. A vote was called and by show of hands all present were in favor.

S. Falk-Zitelli nominated F. Weinstein for Secretary. No other nominations were given. A vote was called and by show of hands all present were in favor.

Results for the Reorganization of Officers for 2019-2020:

President – L. Maiocco
Vice President – C. Lupo
Treasurer – E. Murphy
Secretary – F. Weinstein

L. Maiocco gave the Liaison Assignments which are as follows:

Architectural Committee – A. DAmato
Community Services Committee – C. Lupo
Administration Committee – F. Weinstein
Finance Committee – E. Murphy

ITEMS VOTED ON: (continued in 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 September 18, 2019 minutes. S. Falk-Zitelli seconded. All present were in favor. Motion carried.

E. Murphy moved to approve the Charter for the Technology Committee. C. Lupo 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)

The Board will be reviewing the bids received for the Security contract. The phone directory will be going to print and residents are asked to call the Association office to make sure their information is correct.

The Maintenance Department has been reporting to the Township, the calls received from residents that are experiencing issues with water at their units. The water restrictions have been lifted.

There is a total of 98 benches in LVW. Out of the 98 benches there are 24 in need of replacement. J. Snyder has gone out to bid. The following quotes were received:

Vendor	Qty	Type	Mounting	Each	Freight	Sub.	0.06625	Total
School Outfitters	24	Recycled Plastic	Surface	\$374.88	\$930.49	\$9,927.61	\$657.70	\$10,585.31
National Business	24	Recycled Plastic	Surface	\$374.79	\$1,223.75	\$10,218.71	\$676.99	\$10,895.70
The Park Catalog	24	Recycled Plastic	Surface	\$390.00	\$1,847.00	\$11,207.00	\$742.46	\$11,949.46
Belson Outdoors	24	Recycled Plastic	Surface	\$392.00	\$1,044.20	\$10,452.20	\$692.46	\$11,144.66
Bench Factory	24	Recycled Plastic	Surface	\$618.85	\$1,200.00	\$16,052.40	\$1,063.47	\$17,115.87
Belson Outdoors	24	Recycled Plastic	In-ground	\$392.00	\$1,044.20	\$10,452.20	\$692.46	\$11,144.66
Bench Factory	24	Recycled Plastic	In-ground	\$578.85	\$1,200.00	\$15,092.40	\$999.87	\$16,092.27
Le-ed	24	Cement base	Surface	\$332.10	\$0.00	\$7,970.40	\$528.04	\$8,498.44

It is his recommendation to replace 24 benches now and the remainder as needed with In-ground mounted recycled plastic type benches. He recommends purchasing 24 replacement benches from Belson Outdoors at a cost of \$11,144.66. This expense will be charged to GL # 3150 Property fund / Equipment Replacement. The Board will vote on this at the next open Board meeting on October 16, 2019.

The Encore Pool is still operating with the original pool and spa filters. Although they have been repaired and maintained, they are reaching the end of their useful life. He has gone out to bid for the replacement of the four pool filters and the one spa filter. The first bid listed is to have the filters replaced by an outside contractor. The remaining bids are to replace the filters using in-house labor.

Haywood Commercial Cartridge Filter Model # HCF7030C

Vendor	Filters (5)	Material	Labor	Tax	Total
Candlewood Management Services	\$7,439.85	\$1,250.00	\$3,800.00	\$251.75	\$12,741.60
Get Pool Parts	\$6,520.90	\$1,000.00	In-House	\$432.00	\$7,952.90
Sunplay	\$6,649.75	\$1,000.00	In-House	\$440.55	\$8,090.30
Inyo Pools	\$6,724.95	\$1,000.00	In-House	\$445.52	\$8,170.47
Rec supply	\$6,879.50	\$1,000.00	In-House	\$455.77	\$8,335.27
Poolweb Pool Supplies	\$7,234.80	\$1,000.00	In-House	\$479.30	\$8,714.10
Doheny's Pool Supplies	\$7,424.95	\$1,000.00	In-House	\$491.91	\$8,916.86

If the Board wishes to move forward with the replacement of the Encore Pool and Spa filters it is his recommendation to purchase five Haywood Model # HCF7030C filters from Get Pool Parts at a cost of \$6,952.90 along the installation material needed at a cost of \$1,000.00. The total expense of \$7,952. will be charged to GL# 3230 – Capital Replacement – Common Buildings.

UNFINISHED BUSINESS:

1. Bids for the multifunction color copier were presented again as attached to the agenda.
 - A. DAmato moved to approve to lease a multifunction color copier from TGI for \$383.85 per month for 60 months at a total cost of \$23,031.00. This expense will be provided by account #8317 – Printing and Copying Expense. F. Weinstein seconded. All present were in favor. Motion carried.
2. F. Weinstein gave a PowerPoint presentation for the Tree Replacement Program. Anyone wishing to donate a tree must fill out a form provided at the Association office.
3. The Board presented a draft proposal for the Bylaws amendment relating to leasing or rental of units. The Board is revising the document to include the requirements from Manchester Township. Residents may submit any suggestions for these amendments to BOT@lwa.net. This will be presented again to the residents several times. The Board will then vote and a rejection ballot will go out to the residents if approved by the Board.

NEW BUSINESS:

C. Lupo announced that the Board has approved Leonard Greer as a member of the Architectural Committee.

The next open Board meeting will be held on Wednesday, October 16, 2019 at 1:00 PM in the Willow Hall Auditorium. As a reminder, a Town Hall regarding the pools is scheduled for Wednesday, October 30, 2019 at 1:00 PM in the Willow Hall Auditorium.

There being no further business, the Board meeting adjourned at approximately 1:41 PM.

Samantha Bowker
Administrative Assistant

Fay Weinstein
Board Secretary

Approved: PENDING

DRAFT

The meeting commenced at approximately 12:30 PM with the Pledge of Allegiance on Friday, August 30, 2019 at Willow Hall.

Present were A. DAmato, C. Lupo, L. Maiocco, E. Murphy and S. Tozzi. Also present were Community Manager – J. Schultz, Service Manager – J. Snyder, Accounting Administrator – M. O'Connor, Bookkeeper – T. Fallon and Recreation Director – M. Lighthipe. Absent were F. Weinstein and S. Falk-Zitelli.

Chairperson of the Election Committee, C. Thompson opened the meeting welcoming residents.

C. Lupo, BOT Official informed residents that members may vote, change their vote, or revoke any proxy until 1:00 PM.

The meeting was suspended until 1:00 PM.

1:00 PM Polls officially closed.

C. Lupo, BOT Official asked if quorum had been reached and at that time the Election Committee was verifying.

1:47 PM

Chairperson, C. Thompson reported that quorum has not yet been reached and the meeting has been suspended for 30 days.

C. Lupo stated that anyone that has already voted the vote already counts towards the Election and there is no need to vote again. The current Board stays in place until the next meeting and will not reorganize.

This meeting suspended at 1:52 PM for 30 days.

The meeting reconvened at approximately 10:00 AM with the Pledge of Allegiance on Friday, September 27, 2019 at Willow Hall.

Present were L. Maiocco, C. Lupo, E. Murphy, F. Weinstein, S. Tozzi, A.DAmato and S. Falk-Zitelli. Also present were Community Manager – J. Schultz, Service Manager – J. Snyder, Accounting Administrator – M. O'Connor and Bookkeeper – T. Fallon.

Chairperson of the Election Committee, C. Thompson gave her welcome remarks. She stated that the ballots for the LVWA 2019 Election were delivered to the Lakehurst Post Office on Monday, August 5, 2019. She stated that quorum had been reached.

C. Lupo, BOT Official stated that anyone wishing to vote may do so until 10:30 AM.

The meeting was suspended until 10:30 AM.

10:30 AM Polls officially closed and the Election Committee began counting ballots.

C. Lupo, BOT Official reconvened this meeting at approximately 2:37 PM.

The meeting was turned over to Chairperson of the Election Committee, C. Thompson, who read the final results of the 2019-2020 Trustee Election as follows:

L. Maiocco – 1,012 votes
E. Murphy – 932.5
James Burke – 455
Thomas Ferrell – 194

C. Thompson, swore in the new Trustees for 2019-2020: L. Maiocco and E. Murphy each for a three-year term as Trustee.

The meeting ended at approximately 2:40 PM

Samantha Bowker
Administrative Assistant

Fay Weinstein
Board Secretary

Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of Trustees

From: Jim Snyder

Date: August 26, 2019

Re: Bench replacement project

We have mapped and evaluated all the common area benches throughout the community. There are a total of 98 benches. The majority of the benches are made up of the three basic types shown below. The total count consists of the following: Cement Base Style 33, Old Metal Base Style 49, Recycled Plastic Style 6, and Miscellaneous Style 10. Out of the 98 benches 24 are in need of replacement. We have gone out to bid for the replacement of 24 benches. We feel that the Recycled Plastic benches would be the best choice for replacement style. Listed below are the quotes received.



Cement base.



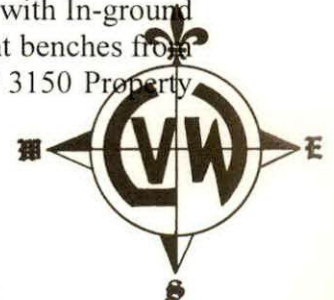
Metal Base.



Recycled Plastic.

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Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of Trustees

From: Jim Snyder

Date: September 30, 2019

Re: Encore Pool Filter Replacement

The Encore Pool is still operating with the original pool and spa filters. Although they have been repaired and maintained, they are reaching the end of their useful life. We have found success with switching the Willow Pool over to Cartridge filters and we feel we would receive the same success at Encore Pool. We have gone out to bid for the replacement of the four (4) pool filters and the one (1) spa filter. The first bid listed is to have the filters replaced by an outside contractor. The remaining bids are to replace the filters using in-house labor.

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