

The meeting was called to order at 1:00 PM by Board President, Fay Weinstein with the Pledge of Allegiance.

PRESENT: Trustees: Present were President - Fay Weinstein, Vice President - Wayne Steinman, Treasurer - Eugene Murphy, Secretary - Steven Leslierandal, Trustee - Charles Lupo, Trustee - Al DAMato and Trustee - Ivan Gilbert.

Management Staff: Present were Community Manager – Jim Snyder, Accounting Administrator – Michelle Lampard and Recreation Director – Mary Lighthipe.

ITEMS VOTED ON: (continued in Community Manager's Report)

S. Leslierandal moved to waive the reading of the minutes. W. Steinman seconded. All were in favor. Motion carried.

S. Leslierandal moved to approve the September 6, 2023 minutes. C. Lupo seconded. There was no discussion and a vote was called. All were in favor. Motion carried.

S. Leslierandal moved to approve the August 31, 2023 Annual Meeting of the Members minutes. A.DAMato seconded. There was no discussion and a vote was called. All were in favor. Motion carried.

Item #4 was tabled.

I.Gilbert moved to approve the revisions to Policy Resolution regarding Revised Schedule "A" to the Bylaws. W. Steinman seconded. There was no discussion and a vote was called. All were in favor. Motion carried.

C. Lupo moved to approve the purchase of two (2) 12 mail-slot cluster boxes and two (2) 16 mail-slot cluster boxes from LPCM for a cost of \$7,895.02. The funds to meet this expense will be provided by account #3230 – Capital Replacement/Common Buildings. E. Murphy seconded. There was no discussion and a vote was called. All were in favor. Motion carried.

Item #7 is addressed in the Community Manager's Report.

PRESENTATION OF REPORTS:

COMMITTEE REPORTS:

S. Leslierandal, Trustee Liaison, gave a report for the Architectural Committee.

C. Corvo, Chairperson, gave a report for the Finance Committee.

M R. McCarthy, Chairperson, gave a report for the Administration Committee.

There was no report for the Community Services Committee.

The Board announced the approval of Mary Ann Koeppel as a member to the Election Committee.

M. Lighthipe gave a report for Recreation.

COMMUNITY MANAGER'S REPORT: (J. Snyder)

The replacing of the **mailboxes** has begun in the Village.

Warnings have been given to residents through the LVW magazine, Open Board Meetings and is listed in the Resident's Handbook. There is no overnight parking on the street between 2:00 AM and 6:00 AM. There will be a **Town Hall meeting** on Wednesday, October 11, 2023 at 1:00 PM in Willow Hall regarding Parking.

As a **reminder, leashes used to control an animal** on the Association's common elements must not be longer than 6 feet. Any pet violation will result in a \$250.00 fine against the unit.

Residents must abide by the NJ Bicycle Laws; you must ride in the same direction as other cars and trucks, on the right side of the street. Also, it is becoming darker earlier and to beware and cautious of pedestrians.

JCP&L has begun smart meter installations on customers' homes and businesses throughout the service area.

Ridge Realty, the tenant in the LVW commercial space has vacated. *W. Steinman moved to approve Century 21 to lease the commercial space located at 3 Buckingham Drive. C. Lupo seconded. A vote was called and all were in favor. Motion carried.*

Pinnacle Federal Credit Union another tenant in the commercial space wishes to vacate. Management is seeking another tenant for the space.

The Association acquired title to LVW property, **138B Buckingham Drive** on August 29, 2022. *W. Steinman moved to approve the Administrative Resolution authorizing the sale of 138B Buckingham Drive, Manchester, NJ. I. Gilbert seconded. A vote was called and all were in favor. Motion carried.*

With the **Bocce Courts'** completion, the remaining parts of the surrounding Bocce infrastructure must now be completed. The original thoughts were to construct a roof structure over the courts; however, after further discussion and cost considerations, it has been determined that with the installation design of the courts, it is no longer necessary to put a structure over the courts. At this point, the following work needs to be completed. Most of this work is now needed because the Association is no longer pursuing covering the courts. The completion will be done in two parts. Part one will be to install cement walkways on both ends and replace the deteriorated sidewalk leading to the courts, replace 12 benches and install Owens Corning "Wear deck" Board capping on the court tops to ensure maintenance -free and safe court top capping.

Item	Vendor	Cost
Installation of needed Cement Work	In-House	\$5,040.00
Replace 12 Benches	Belson Outdoors	\$7,708.88
Installation of Owens Corning Wear Deck Boards	Southwest Greens	\$2,790.00
Total		\$15,538.88

Part two will include lighting, extend the existing shade structure to accommodate the two moved courts and soffit replacement. The cost to be determined pending contractors' bids received. Bids will be furnished when the courts are completed. *E. Murphy moved to approve the installation of the needed cement work to be done in-house, bench replacement purchased from Belson Outdoors, and installation of the Owens Corning Capping by Southwest Greens for a total cost of \$15,538.88. The funds to meet this expense will be provided by account #3230 – Capital Replacement/Common Buildings. W. Steinman seconded. There were question(s) from the audience and then a vote was called. All were in favor. Motion carried.*

(G. Caravella) The remaining **pump and motor** were used last week to repair well #2 in the Friar Court section of the Village. There is currently an issue with well #7 in the Winchester Court section of the Village and there is a need to replace the pump and motor. It is currently operational with the use of an old pump and motor that was salvaged from Friar and Devonshire wells. This area has been newly seeded and will need water to thrive. These pumps and motors are currently discounted as it is the end of the season.

Vendor	Qty	Description	Sub Total	Total w/Tax
Pump Products	3	Well Motors and Pumps	\$10,412.67	\$11,102.51
W.B. Well Drilling	3	Well Motors and Pumps	\$17,727.00	\$18,901.41
SPS Industrial	3	Well Motors and Pumps	\$12,657.23	\$13,506.43

Management is requesting the purchase of three pumps and motors from Pump Products for a total cost of \$11,102.51. *S. Leslierandal moved to approve the purchase of three pumps and motors from Pump Products for a total cost with tax #11,102.51. The funds to meet this expense will be provided by account #3260 – Capital Replacement/Irrigation-Well Motors. C. Lupo seconded. A vote was called and all were in favor. Motion carried.*

(G. Caravella) **The 2023 Road Paving Project** consists of all the roads and driveways in Yorkshire and Sterling sections of the Village. Paving will also take place in Westminster 828-833 and the Right of Way, which is the road that connects the maintenance area to Huntington Drive. The asphalt driveways 19-25 on Buckingham will also be replaced. The following bids were received;

Landmark Excavation	\$638,161.95
Moderno	\$678,428.00
Johnson & Baran	\$735,340.00
Earle Asphalt Company	\$716,475.00
C.J. Hesse Inc	\$846,968.25
Garden State Paving	Did not bid
Gres Paving	Did not bid
Eosso Brothers	Did not bid
Meco Inc	Did not bid

Management is recommending to award the contract for road and driveways for the 2023 Road Paving Project to Landmark Excavation at a cost of \$638,161.95. *A.DAmato moved to contract with Landmark Excavation for the roads and driveways in the 2023 Road Paving Project for a cost of \$638,161.95. The funds to meet this expense will be provided by account #3290 – Capital Replacement/Roads. I. Gilbert seconded. A vote was called and all were in favor. Motion carried.*

(H. Height) **The hot tub at the Club Encore** pool is due for replacement. It has developed an extensive leak and is in need of complete renovation or replacement. The leak has been investigated by outside contractors and in-house staff. It has been determined the leak is likely in the main drain area and would require cutting into the bottom of the structure and completely excavating around the entire hot tub. Additionally, the hot tub is in need of new tile, skimmers, coping, main drains, and plaster. Given the extensive amount of work needed to return the hot tub to service, Management has determined the best option is to replace the hot tub with new plumbing to the pump house, new skimmers, tile, coping, and plaster. Part of the new hot tub will be stairs with a less steep profile to accommodate easier and safer access into and out of the hot tub. The following quotes were received;

Contractor	Proposed	Price
Crystal Blue Pools	Install a new hot tub and new stairs	\$85,950.00
American Pools	Install a new hot tub	\$86,050.00
Custom Pool Pros	Install a new hot tub and new stairs	\$155,000.00
Millennial Pools	Renovate existing spa as is - fix leak	\$59,500.00
Klein Brothers	Refused to bid	N/A
Fortunato Pools	Refused to bid	N/A
Premier Pools	Did not return a bid	N/A
Blue Haven Pools	Refused to bid	N/A
Swim-mor Pools	No return call	N/A
Pools by Design	Did not return a bid	N/A
Clear Choice	Refused to bid	N/A
Carlton Pools	Refused to bid	N/A
Anthony Sylvan Pools	Refused to bid	N/A

Management is recommending to contract with Crystal Blue Pools to install a new hot tub and stairs for a cost of \$85,950.00. The funds to meet 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 November 8, 2023.

J. Snyder announced that the **Manchester Township Planning Board** approved the Club Encore Structure.

I. Gilbert moved to empower Jim Snyder, the Community Manager to negotiate the Union Contract. W. Steinman seconded. There was no discussion and a vote was called. All were in favor. Motion carried.

There was no unfinished business.

NEW BUSINESS:

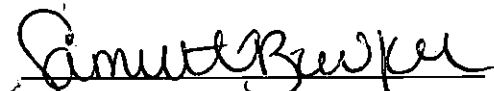
1. There was a video presentation regarding “How to use the Gate Scanner.” T-Mobile was experiencing issues with accepting the QR codes through Frontsteps. This issue has since been rectified.
2. The revisions to the “Rules Governing Clubs and Groups” were presented. There was a discussion and it was determined that the concerns brought forward will be sent back to the Community Services Committee to review. The Board will present any new revisions at the next open Board meeting.


S. Leslierandal stated that Helping Hands will accept any medical equipment that any resident no longer needs.

F. Weinstein stated there will be “Coffee with the Board” held on Saturday, October 7th from 9:00 AM to 11:00 AM in the Queen Mary room at Club Encore. There will also be a Town Hall meeting held on Wednesday, October 11th at 1:00 PM in Willow Hall.

The next open Board meeting will be held on Wednesday, November 8, 2023 at 1:00 PM in the auditorium at Willow Hall.

There being no further business, the Board meeting adjourned at approximately 2:46 PM.


Samantha Bowker
Administrative Assistant


Steven Leslieral
Board Secretary

Approved: November 8, 2023