

Present were Sal Tozzi, Lou Maiocco, Charles Lupo, Sara Zitelli, Fay Weinstein, Al DAmato and Eugene Murphy. Also present were Joseph Schultz – Community Manager, Jim Snyder-Service Manager and Mary Lighthipe-Recreation Manager.

This meeting commenced at approximately 1:00p.m. with the Pledge of Allegiance.

Dan Keane and Ashley Jansen of U.S. Securities made an appearance to inform residents of the shredding event being held on Saturday, September 22, 2018 from 9am to 12pm in the Encore overflow parking lot. He advised residents of the materials that could and could not be shredded, gave an overview of the parking lot set up and offered bags to residents to hold the materials for shredding. He also informed residents that they can see their materials being shredded. The metrics of the traffic through the gates was also reviewed.

S. Tozzi moved to adopt the LVWA Administrative Resolution Relating to Board Member Term Commencement. Five (5) "Yes" votes: F. Weinstein, C. Lupo, L. Maiocco, S.Falk-Zitelli, S. Tozzi. Motion carried.

Carolyn Thompson, Election Committee Chair, performed the official swearing in of Fay Weinstein and Al DAmato for a term of (3) years, and Eugene Murphy for a term of (1) year.

S. Tozzi called for nominations for the positions of President, Vice President, Secretary and Treasurer of the Board of Trustees.

C. Lupo nominated L. Maiocco for President. All present were in favor.

L. Maiocco nominated C.Lupo for Vice President. S. Falk-Zitelli nominated S. Tozzi for Vice President. First vote taken for C. Lupo as Vice President: Five votes in favor of C. Lupo for Vice President: F. Weinstein, C. Lupo, L. Maiocco, E. Murphy, A. DAmato.

A. DAmato nominated E. Murphy for Treasurer. All present were in favor.

C. Lupo nominated F. Weinstein for Secretary. All present were in favor.

The results are as follows:

President – L. Maiocco

Vice President – C. Lupo

Treasurer – E. Murphy

Secretary - F. Weinstein

L. Maiocco appointed A. DAmato as the Assistant Secretary and S. Falk-Zitelli as Assistant Treasurer.

ITEMS VOTED ON:

1. S. Falk-Zitelli moved to waive the reading of the minutes. C. Lupo seconded. All in favor. Motion carried.
2. S. Falk-Zitelli moved to approve the August 15, 2018 and September 5, 2018 minutes. A. DAmato seconded. All in favor. Motion carried.
3. F. Weinstein moved to approve the charters for the following committees: Community Services, Administration, ADR, Advisory Council, Architectural, Election and Finance. C. Lupo seconded. All in favor. Motion carried.
4. C. Lupo moved to authorize the purchase of a premise-based, company-wide phone system from Voixis Communications for a total cost of \$13,054.00. This expense will be charged to GL#3150 - Property Fund - Replacements. The unaudited balance for this account as of 7/31/18 is \$852,111.42. A. DAmato seconded. All in favor. Motion carried.
5. E. Murphy moved to authorize the purchase of an ETC CS40 stage lighting console for Willow Hall from Hayden Production Services, Inc. for a total cost of \$2,302.53. This expense will be charged to GL#3150 - Property Fund - Replacements. The unaudited balance for this account as of 7/31/18 is \$852,111.42. C. Lupo seconded. All in favor. Motion carried.
6. A. DAmato moved to authorize the purchase of Kardean flooring and supplies for Leisure Fair from Design Alternatives for a total cost of \$20,283.81. This expense will be charged to GL#3230 - Capital Replacement - Common Buildings. The unaudited balance for this account as of 7/31/18 is \$1,307,037.38. C. Lupo seconded. All in favor. Motion carried.

COMMITTEE REPORTS:

Tom Hardman gave the Architectural Committee Report.

No report was given for the Community Services Committee, Finance Committee or Administration Committee.

RECREATION REPORT:

M. Lighthipe, Recreation Manager, gave the report for Recreation.

COMMUNITY MANAGERS REPORT:

J. Schultz, Community Manager, informed residents that Verizon should be ready to complete the village by the end of next week. All residents should be enabled to call for installation at that time. The maintenance fee will be going up \$33.00 (\$30.00 of this is for the Verizon Bulk TV, \$3.00 is for the budget.) Please pay the maintenance fee that is on the new coupons. The Association office will contact any resident who has a credit due. By January, all residents will be paying the fee with no exceptions. If you have not yet called for installation, please call by end of September. Snowbirds will also need to pay the fee from January forward if they have not yet been installed prior to Jan. but will still be entitled to 1 free install when they come back. For a fee, Snowbirds can suspend ~~additional~~ services while away, but not the \$30.00 Bulk TV.

J. Schultz informed residents of a "Scam Call" made known to him. The phone number is showing it is Leisure Village and they are looking for credit card information. This is not the Village; do not give out information – this is a scam.

J. Schultz discussed the paving in the Village. Bids were received for the main road on Cambridge Circle and all the side roads on Cambridge. The lowest bids were received from two different vendors for the side roads/driveways and for the main road. If the Board decides to award the contracts based on cost, it is our recommendation to award the contract for the side roads and driveways on Cambridge Circle to C.J. Hesse, Inc. at a cost of \$465,720.00. If the board wishes to do both areas this year, we recommend awarding the contract for the main road of Cambridge Circle to Johnson & Baran at a cost of \$106,045.60. Management would prefer to contract with the same vendor for both projects. Funds for this 2018 Road Paving Project will be allocated from account #3290-Capital Replacement-Roads.

J. Schultz stated there is a change to Specification 2_4, adding the Cambridge model for the Willow section.

J. Snyder, Service Manager, informed residents they will provide a number for residents to call for an anti-tip safety clip for their stoves. Maintenance will also be able to provide these starting in October, 2018.

J. Snyder attended a meeting at the Township. All residents of Manchester will be receiving a new water meter with a device mounted on the outside of the home that will send a signal to the Township with the reading so they don't need to send a meter reader to the unit. The company doing it is called VEPO. All employees will have a background check, ID, and their vehicles will also have a Manchester Township magnetic sign. They will be sending out a mailer in October asking residents to call and make an appointment to change the water meter. The appointment can be scheduled online or by phone. This project will take approximately one year to complete. There is no fee. It will also notify the township if your water is running for 24 hours.

J. Snyder did the first reading for the Lounge/vending in Club Encore. We have determined the best location would be to re-purpose the Art studio and the adjacent storage hall. We propose opening up a portion of the wall. We are going to put a Keurig-K Cup type of vending machine that we will own. The Board has approved a cost not to exceed \$20,000.00 to revamp this area. A formal memo will be presented to the board and placed for voting in the future.

UNFINISHED BUSINESS:

1. Encore lounge/vending - discussed under Manager's report.
2. Charge for gym badge - will be discontinued beginning October 1, 2018.

NEW BUSINESS:


1. LWV Pharmacy, LLC Lease - J. Schultz explained this is a 3 year lease. It is the recommendation to place this on the agenda to approve the lease with Leisure Village West Pharmacy, LLC to fill the vacant commercial office, located at 3B Buckingham Drive, and the income shall be applied to the operating account GL#5995 - Rental Income.

2. Solar Expansion Project - J. Schultz reviewed the agreement with EZenergy, LLC to install four new solar installations starting with Club Encore, continuing with the Association Office, Willow Hall and finishing with Leisure Fair. He recommended the approval of the agreement for a total cost of \$813,564.00 with the funds provided by GL#3230 - Capital Replacement Fund - Common Buildings, with the initial outlay of these funds being reimbursed upon completion of installation, and the lease payments starting after the reimbursement.

BOARD REPORT:

None

There being no further business, the Board meeting adjourned at approximately 2:25 PM.


Michele Schoenig
Acting Administrative Assistant


Fay Weinstein
Board Secretary

Approved: October 3, 2018