



Wellington Manor Homeowners Association

BOARD OF TRUSTEES

BOARD MEETING MINUTES

2005

WELLINGTON MANOR

BOARD MINUTES

January 23, 2005

Attendance: S. Mutascio, D. Morris, C. Harris, , T. Karschnik, and
A. Pellegrino, P & A Management, Inc.

Absent: P. Schneier

Call to Order: Steve Mutascio 7:45 PM

Introduction of the Board and Management

Minutes: A motion was made to approve the minutes from the previous meeting:

M- D. Morris S- C. Harris

All in favor

Committee reports

ARC Committee- Bob Fortier presented the written report of the committee from December 8, 2004. See Attached.

No new ARC applications

Bob brought up a description of the transition zone of the wetlands with respect to a DEP meeting to include a walk through of the property along with a question and answer of what you can and cannot do.

DEP asked for copies for the wetlands written approvals. Dave stated that he did check with Beazer, and Terry stated that she will be able to obtain them within a day of the request. Dan Duncan is the land use person in the office.

One of the issues discussed was the back flow preventers in the \$ 350.00 - \$ 450.00. Terry stated that Beazer has discussed the issue with Wrightstown Plumbing, and Beazer will have the work done in the Spring.

Procedures:

Motion was made to accept the procedures as presented.

M – S. Mutascio S- D. Morris
All in favor

Fine and Penalties:

Steve felt that the fines are excessive. Al suggested a cap on the fines from \$ 100.00 - \$ 500.00. A comment from the committee that a cap should not be made. Charlie felt that since the rules and regulations were not distributed to the residents, the vote should be deferred until the residents have a chance to review.

All motions have been withdrawn regarding rules.

Developer Update

Question on enclosed porches – Steve states that porches are enclosed on three sides and Beazer will not be done about the language.

Dispute Resolution Committee

A motion was made to appoint Mary Schultz, Paul Berger & Broderick Reynolds for the term of one year effective once the rules and regulations are approved.

M – S. Mutascio S – C. Harris
All in favor

The purpose of the committee is to address disputes regarding a pending violation.

Signs

Dave presented signs to the Board – Jack Burger went around seeking bids, and Impact Graphics came out to \$ 1,000.00 A motion was made to accept Impact Graphics subject to township approval, and additional permitting. Al to check with the Township.

M – S. Mutascio S – D. Morris.
All in favor

Landscaping Planting

Dave stated that there are a number of trees that will be planted in the Spring.

Utility Signs

Steve will check to see what the flags are for, and if they can be removed. Jack stated that there are grading stakes on Buckingham, Terry will look into it. 61, 63, 65, 67 Lexington. And 4 units on Buckingham.

Units closed and sold – 64 with a backlog of 15. Beazer should be at 75% by the end of the Summer.

Community Input:

Comment:

Backflow preventer valves – some homeowners wish to install additional meters, and it would be a good time to do both at the same time. The secondary meter would distinguish between sewer charges for waste water v. irrigation.

Howard Schwartz

When is the drainage issue to be resolved – Steve stated that any individual unit problems “non-Association issues” can be addressed with Terry at the end of the meeting.

Charlie stated that the drainage will be taken care of, because Beazer must comply with the Township.

Terry stated that Beazer is working with the HVAC contractor to address the problems with the individual homes. It is trial and error, but Beazer will be taking care of the problem.

Regarding the drainage, Terry stated that Beazer has drafted a new drainage plan that has been submitted to the Township and once approved, the work will commence in the Spring.

Snow

Concern about snow removal, Al stated that the removal efforts began at every 6”.

Next meeting – Steve stated that we switch to quarterly meetings, and there is no need for monthly meetings. The next meeting will be held on the 3rd Monday in March.

A motion was made to adjourn the meeting 7:15.

M - C. Harris
All in favor

S- D. Morris

WELLINGTON MANOR

BOARD MINUTES

March 21, 2005

Attendance: S. Mutascio, D. Morris, C. Harris, , T. Karschnik, and
A. Pellegrino, P & A Management, Inc.

Absent: P. Schneier

Call to Order: Steve Mutascio 7:25 PM

Introduction of the Board and Management

Minutes: A motion was made to approve the minutes from the previous meeting:

M- SM S- TK A - CH

Committee reports

ARC Committee– Bob Fortier presented the written report of the committee from March 3, 2005. To be included in the minutes.

DEP Meeting and walkthrough April 5th at 8:00AM

Three new ARC applications presented to the Board.

AI will send a letter to all homeowners regarding contractors that have been used by homeowners in the community for the purpose of compiling a list.

The committee questions the approved lighting plan, and will Hopewell approve additional lights to provide safety. A question arose of the esthetics of lights installed.

There was a minor change to the Bearer fence application to install the gate on the side of the property.

A motion was made for the approval of the three applications as presented.

M – CH S – DM
All in favor

Recreation Committee

The committee report outlined the following:

Fred Swayhoover presented the report, while Dot is away.

33 attended the St Patrick's day

A list of activities is listed on the bulletin board.

- Sign up for trip is in the clubhouse
- Easter photo shoot was dropped for lack of interest
- Committee looking for more input from the community
- Water Color painting

Landscape Committee

The committee made the following recommendation:

- Committee has not met since the last meeting.
- Will be working on installation of signs.
- Working on the Snow removal & Landscape overview.

Covenants Committee -

Lou stated that there is nothing to report:

CH Stated that there are some amendments that will be needed

Subject to the changes, a motion was made to accept the Rules and Regulations

M - CH S- D. Morris
All in favor

Developer Update

There are 67 closed and 20 sold. At some point during the summer, Beazer will be giving up two more seats.

Dave Morris

What is the status on the Solar cover? – It has been received.

What is the status on the bathroom – It is on the punch list

Time frame on the backflow preventers – No date

Additional water meter – Beazer cost of \$ 65.00 for the labor from the Beazer contractor. The cost of the meter is \$ 180.00 from a company recommended from Trenton Water Works. The plumber will only install a valve. Homeowners will deal with the plumber directly. Dave will get more information.

Utility making flags have been removed.

What are the plans for installing a walkway to the clubhouse – Beazer will install a sidewalk to the side door.

Can we have an explanation on the transition area – Steve said you would have to be

Al stated that we have engaged in a contract with Tally Group

Basic cable Al stated that it has already been ordered.

Asked if we could trade the bikes for weight training equipment - No

Asked about a door bell – Terry stated that is why you have a key card.

Community Input:

Comment:

The park area was called gazebo park – why is it called gazebo park if there is no gazebo.

Comment:

What has happen with the replacement of the screens on the a/c units – Al stated that Edward R. Woods is completing them this Spring and Doerler is paying for it.

Comment:

Trees that have been planting in the wetlands areas – Steve stated that the landscaper will address them.

Steve stated any issues on individual homes needs to be addressed with the warrantee department. Customer care is working on it.

Comment:

Behind the homes on Buckingham along the woods – Will the orange fence be removed – Rich Wellington will take care of it.

Comment:

Questioned on street trees – Beazer is responsible for any replacement until the township takes over.

Comment:

Who will be ordering a real for the solar cover? Beazer did not order it and it will be up to the Association to order.

Question:

CH – What is Beazer going to do about correcting the water drainage units now. Terry stated that it will be discussed the Attorney and Beazer will get back to the Board. A survey should be taken of all of the water problems.

A motion was made to adjourn the meeting 8:15.

M - C. Harris
All in favor

S- D. Morris

WELLINGTON MANOR

BOARD MINUTES

June 27, 2005

Attendance: S. Mutascio, D. Morris, C. Harris, , R. Stout, P. Schneier and
A. Pellegrino, P & A Management, Inc.

Absent:

Call to Order: Steve Mutascio 6: 15 PM

Introduction of the Board and Management

Minutes: Hold

Committee reports

ARC Committee– Lou
ARC Committee is satisfied with the application

A motion was made for the approval of the three applications as presented.

M – DM S – CH
All in favor

Dave stated that the Board is in the process of picking a new Chairperson

Recreation Committee

The committee report outlined the following:

Distribution of rules for the pool, tennis and clubhouse rentals need to be distributed to the new owners.

Committee raising funds to purchase a grill. Committee is looking for matching funds from the Board or from Beazer.

There should be no swimming without lifeguard – Hopewell Township does not permitted.

Al to check if the pool hours can be changed to 12:00pm to 8:00pm, and let Dina Stout know for the newsletter.

Dave thanked the committee for the events.

Landscape Committee

The committee made the following recommendation:

- Checking the planting list compared to the landscape plan end of Buckingham not installed
- Signs at the sign company for printing.
- Increase the quality of the grass.
- Discussing treatment of the mosquitoes
- Dead plants – the performance bonds insure that the shrubs will be replaced.

Covenants Committee -

Lou stated:

The procedures and fines were never approved.

Motion to approve the Rules and Regulations, fines, and procedures.

M – CH S- DM
All in favor

Finance Committee

Dave explained that the Committee will be meeting with Al this week to go over the financials so that the committee would have a better understanding.

We expect the fees to go up substantially since the budget was established three years ago.

Developer Update

There are 79 closed and 15 sold. In August or September we will have 75% at which time the homeowners will gain control with two more seats.

Dan Duncan

- Landscaping – will be moved into the development as the construction progresses. Trees have been pruned along the rear yards.
- Irrigation – Working with Trenton Water Works to establish irrigation on the main island, and on the berms. DD to provide a schematic of the system.
- Wetlands – Signage Beazer is working on minimizing the intrusion – eliminated the use of a split-rail fence and installation of a 3” PVC pipe
- Transition areas – are progressing – Wetlands area 4 would like to make the entire area a mitigation area. The ponds need to be expanded so that they do not hold water as much as they are now a flatter grade to act as one pond. Different plants will be added to the plan.
- Grading - The surveyors are currently working on the plans due to be completed by the 8th of July, and should be turned over to the township by the end of August. The work required is lot specific. The nine lots that originally were listed to have drains will still be installed. Corner of Lexington and Buckingham there is an inlet that is not draining – the drain is too high. East side of Buckingham the mitigation is starting to take effect and any grading with effect the established growth.

Question – Why were the buyers not shown wetland properties when they purchased? It showed open space – SM – Wetlands is open space.

DM – What time frame should we expect the wetland project to be completed?
DD It's up to DEP.

Dave Morris

See attached email

The pool water it was agreed that the 85 degrees and above no cover will be placed on the pool.

Cover needs to be placed on the solar cover to protect it when it is rolled up.

Violation – Reminder letters will be sent in the future citing the problem

Universal Gym – Presented by Rick. The board has approved the gym.

Gazebo – John Hurley – The original plan showed a gazebo and park benches on the island. John would like to work with Beazer to have them fund completely or in part and to move the flag pole to this location. Paul will entertain the comments and suggestions.

Power Washing on Buckingham – any plans by Beazer homes to power wash the homes in the area of the construction. Paul stated that he will do the right thing and look into it.

Newsletter – It was agreed that a newsletter was going to be sent out updating the community on the issues. Paul stated that he sat with CH & DM and updated them on the issues.

Construction Trailer Site – When is it going to be completed? Paul it will be addressed.

Community Input:

Comment:

Will 75% be sold and closed by September – at which time a special meeting. How long will Beazer will pay the shortfalls – SM until the last unit is sold.

Comment:

Beazer will power wash all of the home when the construction is completed.

Comment:

Verizon – Are they going to correct the damage that they have caused? AP according to their letter, they will repair any damage that they have caused.

Comment:

Will the community have any input in the decision in the gazebo.

Comment:

The original landscape plan had a gazebo in it. SM if they are in the plans we are obligated to install it.

Comment:

How many spec houses are there? SM two.

Comment:

What is the game plan for what the community is going to look like? SM when the construction is completed all the trees and shrubs will be installed.

PS will match the funding for the gas grill. We are here to work with you.

Question:

How many home were listed as energy star? PS The program is being abandoned.

Question:

Anything that can be done about lighting

A motion was made to adjourn the meeting 8:15.

M - C. Harris
All in favor

S- D. Morris

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WELLINGTON MANOR

BOARD MINUTES September 12, 2005

Attendance: S. Mutascio, D. Morris, C. Harris, , R. Stout, P. Schneier and
A. Pellegrino, P & A Management, Inc.

Absent:

Call to Order: Steve Mutascio 6: 15 PM

Introduction of the Board and Management

Minutes: M – SM S – RS

A request was made to have the minutes read, and the request was denied.

Committee reports

ARC Committee

A chair person has not been chosen.

D. Lake – Committee has been operating for two months without a chairperson. Copies of the approvals were dropped off with P & A.

A motion was made to appoint Bob Kowalewski to chair the committee.

M – CH S- DM

D. Lake stated that their was a second packet sent in on Friday. Al will compile the balance of the applications fro the Board to review within the next 24 hours.

A motion was made CH. S – DM table approval of the applications within 24 hours.
DM – stated if anyone has an outstanding application that they are waiting for approval to email their requests to Bob Kowalewski.

Recreation Committee

A report was read see attached report.

Landscape Committee

The committee made the following recommendation:

- Mary and Chet Andres have done a great job
- Quality of the landscaping is short of good
- We need to determine what level of service we need
- We have been working with a local contractor to get some ideas of what we need
- Eileen Honagman is making arrangements with EcoSystems to winterize all of the irrigation systems at a cost of \$ 40.00 per home.
- Last years contract had the option for the homeowners to have their individual beds weeded at an additional cost.

Finance Committee

Dave stated that we are working on the Budget. We need to determine what the quality of services the homeowners expect.

- Snow removal
- Landscaping
- Pool Hours

If anyone wanted a copy of the audited financial statements we can provide copies.

SM – Stated that all of the homeowners are to receive a copy of the audit. A budget also needs to be in place before the year 2006 and by October 2 more seats will open.

Developer Update

There are 80 closed. In October we should have additional 7 units at which time two board seats will be open.

Covenants

Committee has not met. No report.

Deed Restrictions

A request was made to allow a homeowner to have two young children move in temporary.

Al to send notice back

Dave Morris Questions

- Weeds and crab grass between the curb and sidewalk – on the berms. Al stated that the areas had been seeded by Beazer, and are thin. In thin areas weeds will and have taken control. – DM what will Beazer Homes do to correct these areas.
- The plants on the islands – What is going to be done by Beazer that plants that are appropriate. – D. Duncan Beazer is working with the Township architect. – and will meet with the committee – A major replanting is scheduled as soon as next week with over 100 plants.
- What happened to the irrigation system on the island. D Duncan will be turned on as soon as Beazer has a permit. There is no time set possibly the end of next week.
- Air Conditioning in this building – What is going to be done to correct the system. Rob Stout will take full responsibility for it and follow up.
- Verizon – there was a terrible job done on the landscaping and the driveways. Comcast was out installing lines over the weekend and disturbed the lawns again.
- August 12th plans for revised re-grading – Beazer will notify the homeowners when the work is scheduled to be completed.
- Wetlands – DEP stated that Beazer was in violation with their permit – Signs were to be installed where the mitigation areas are – What is being done?
D. Duncan – DEP has not approved the plans as of yet – however the split rail fence has been removed from the plans. As soon as the plans are approved Beazer will move forward. DM stated that a 12”x12” sign will be placed every third house along the mitigation areas.

D. Duncan – the regarding on the western side has not taken and a revised plan has been submitted to allow more water into this area to irrigate the plants and vegetation. DEP has not yet responded to the changes submitted.

D. Duncan will supply a list of all of the drainage changes will be emailed to C Harris.

AP – Will post the Creamer repair list in the clubhouse this week when we are out to perform inspections.

Community Input:

Comment – Lou Delouro - The drain at the rear of Lot 102 – still has standing water. A number of plants have been tagged that are dead.

DD – There is a landscaping plan over the next 8 weeks to upgrade the landscaping are

Question – C. Feldman – In the center island that is about 3 houses long without shrubs – DD stated that those areas will be supplemented.

The ends of the driveways – the lifts were never replaced after the Winter – AP was in contact with R. Wellington and we were told to they were going to be done when the driveways were done. R. Stout will follow up with R. Wellington.

Len Louis – Does not have a CO wants to know when they will have a CO. SM stated that he will handle those issues at the end of the meeting.

Question – How much were the pool fees this year – DM \$ 16,000.00

Question – Comcast cables were cut and Comcast has never been out to correct the problems. Al will contact Comcast to see if we could set up a meeting to address these issues.

Question – Fred – Emailed AP two months ago regarding dead plants on the island and the need for someone to hand water by tank and AP stated that he would pass the information on. Asked if anyone on the Board was aware of this information. DD stated no. AP stated that the cost was not warranted since Beazer was installing an irrigation system.

Question – when are the permits due in for the island – DD next Friday.

Comment – Gazebo Park – only 23% of the homeowners responded to the pole sent.

Comment – The two small children are living in the house were the request was made. How are we going to follow up – AP stated that the homeowners will need to contact us.

Question – Are people up to date in their dues are up to date – CH stated that everyone is up to date. If they are not paying they will receive

Comment - 60 Lexington – Can we not pay quarterly – SM you can do that on you own.

Question – The area beyond the mitigation area – Is there any mowing of those areas. DD – it will not be cut.

A motion was made to adjourn the meeting 8:10.

M - SM
All in favor

S- D. Morris

WELLINGTON MANOR

BOARD MINUTES

December 12, 2005

Attendance: S. Mutascio, D. Morris, C. Harris, and
A. Pellegrino, P & A Management, Inc.

Absent:

Newly elected members are seated – Bob Fortier and Dr. Howard Schwartz

Developer Comments:

S. Mutascio made a statement regarding the board positions currently held have a maximum of three years.

S. Mutascio further stated that effective February 1, 2006 Beazer will be paying the monthly fees on the vacant lots, and will no longer fund any budget short falls.

Call to Order: Dave Morris

Introduction of the Board and Management

Minutes: M – CH S – RS

A request was made to have the minutes read, and the request was denied.

Committee reports

ARC Committee–

Bob Kowalewski stated that there were seven applications received in September, and one in October. The committee will be meeting this evening, and present the applications to the Board for approval at the December 15th meeting.

Recreation Committee

No report.

Landscape/ Snow Committee

Chet Andres

The new contractor is Landscape Maintenance Services was chosen – Due to dissatisfaction with the prior company, and the lower price of the current contract. The snow contract is now based at 2” increments. The current landscape contract will have Spring and Fall flowers at the entrances.

Two bids were received from the current contractor which could include weeding of the original beds at a cost of \$ 10.00/month. Mary Schultz will be sending out a survey on who would like their beds weeded.

Equipment – The contractor was asked to move their trailer away from the center and moved to the far side, and removed the salt pile.

Covenants Committee

No report

Finance Committee

Dave stated that we are working on the Budget. A second Board meeting has been set for Thursday, December 15th to give the new Board members a chance to study the Budget and vote on it. We will not be discussing the Budget tonight.

Landscape & Snow Removal Contracts

A motion was made to ratify the vote of the contract for Landscape Maintenance.

M – D. Morris S- C. Harris

Dave Morris Questions

- What is the status of the drainage – Some have started and have not been completed. Homeowners were not informed. No further work will be done until the spring. All of the work to date has been completed. BF – requested a list from Beazer of what lots are completed. SM – stated that these are individual homeowner issues, and not common area issues. CH – stated that we want to help coordinate with the homeowners what is being done when they ask us.
- Wetlands – where are we with that issue? Marking Signs? DEP negotiations? Steve Mutascio stated that hold those questions for Dan Duncan – He will check to see if Dan could attend the meeting on December 15th . Dave reported the issue about the signage. SM – gather the questions together and email them to Dan Duncan.

- Now that Beazer does not have majority on the Board – how will we have communication with the Board and answer questions – SM stated it depends on the issues and Beazer could send someone.

Community Input:

C – MR - We hope that the Board will be here for the homeowners. Would like the Board to issue a statement to Beazer regarding Energy-Star Certification. For every home sold after April 2004. SM – stated if the Board would like to spend time on homeowner issues they may. However if there is an issue on a specific lot Beazer cannot respond to the Board about a specific lot. - Mort will send a letter to the Board on Energy Star. Is there any way to light up the wall at the entrance to the community? SM no.

C – EH – the issue of Energy Star is a community issue and I resent your answer – (Steve Mutascio)

Q – Lou – Wetland issues – we need to see where the wetland line is when we discuss wetlands we need to have this issue on the table if the wetlands are going to abut the property lines.

Q- The line of demarcation – we have a serious tick problem and can we keep those lines back further off of the property line.

C – Have the Board members take on the chairmanship or direction of the individual committees.

Creamer – Verizon

The work they did was poor and some areas they completely missed. Al stated that if the work that was done this Fall does not come back in the Spring Creamer has agreed to come back in the Spring to sod those areas. Regarding the driveways, the driveways will be sealed in the Spring.

Transition

Dave reported that the committee is just getting the information together.

Being no further business, a motion was made to adjourn the meeting 7:50.

M - SM
All in favor

S- D. Morris

Wellington Manor Homeowners Association
Board of Trustees Meeting
December 15, 2005

The meeting was called to order at 6:30 by Dave Morris.

Howard Schwartz, Bob Fortier, and Dave Morris were present. Charles Harris and Beazer were absent.

Dave recognized that the official notice for this meeting indicated that the starting time was 6:00 but the newsletter gave it as 7:00. He indicated that he would review after the meeting what was discussed between 6:30 and 7:00 with anyone who came in at 7:00. Residents from two units arrived around 7:00.

The September 12th minutes were not reviewed because only one person present was on the Board at that time.

The proposed 2006 budget was explained by Dave with input from the other Board members and comments by the residents. Among the comments/recommendations made are:

- The Board was reminded that it needs to address what should be done with the sprinkler system on the Lexington Islands. The sprinkler system coverage is for only a limited portion of the Islands and the soil is of a very poor quality.
- The red flags on the trees indicate that the trees have died or are about to die and that Beazer needs to replace them.
- We need touchup paint for the clubhouse.
- The plastic bag covering the solar cover is ripped and needs to be replaced. With this poor quality bag, the solar cover itself might not last through the winter.
- We need to examine the lights at the entrance signs. We need to clarify if there are lights at both signs and, if so, why none appear to be working. One resident saw the base of a spot light at one sign but the bulb did not go on at night. What causes the light to go on? Is it a switch or timer? This is a Transition issue.
- The group discussed the extent of ownership and maintenance of the sewer main lines if Hopewell Township takes over the pump house or if they don't. Poor quality lines might cause a higher sewer bill even if the Township takes them over.
- We need to clarify that the POS documents do not make exemptions for residents who recently closed or will close in 2006. Beazer marketed the units as having a \$135/month fee.
- A discussion was held on whether we might be able to raise money (and there reduce our monthly fees) by renting the clubhouse to non-resident parties. While the need for additional sources of revenue was agreed to, it was felt that nothing should be done at least until Transition is complete. Damage caused

by these parties might cause difficulties in addressing what Beazer needs to fix in the clubhouse. We might want to address the issue at that time. One resident indicated that liability issues prevented an association he was previously connected with from renting its clubhouse to outside parties.

Bob Fortier proposed adopting a monthly budget of \$200 for operating expenses and capital reserve plus \$10 for additions to the Transition Account for a total of \$210 starting January 1, 2006. Howard Schwartz seconded the motion. It passed 3-0.

The second main topic of the meeting was: what is the purpose of the Board and how should it be organized. Bob Fortier strongly felt that the Board should deal directly only with Association issues – problems that affect common areas. It should not directly deal with homeowner issues. He said that some of the attorneys we have been interviewing recommended this approach because, if the Board gets involved in individual homeowner issues and the advice turns out to be problematic, the Board can be sued. Bob also said that the Board should somehow indirectly organize a committee that can advocate on behalf of those issues and communicate with the residents about them. He said our community needs to be more proactive in dealing with homeowner issues. The association should be a part of organizing this, but must not incur any possible liability.

Dave mentioned that we need to clarify the responsibilities of each of the committees. No mission statements have been developed; so it is unclear exactly what the charge of each committee is.

Several homeowners mentioned the need for better communications. Included in their comments was the need for a new bulletin board that would include the newsletters, financial statements, recommended repair persons, etc. Another person brought up the problem of residents getting numerous e-mails on the same subject. Often the repetition of the same subject line on the e-mail causes many to ignore it. Other times, incorrect information is sent to the community. It was suggested that we have some sort of a clearing house for this kind of e-mails to make them more informative. Howard Schwartz suggested a community web site. After the meeting Fred Dryer had some good ideas on how to implement this. Several suggested that we list the names of the members of the committees and what each committee is charged with.

Important to all is one suggestion mentioned: that we better document and monitor what Beazer is supposed to do and make sure it is done.

The Board agreed to meet formally once a month and informally more often. Our next informal meeting is Monday, December 19th at 7:00 in the clubhouse.