



Wellington Manor Homeowners Association

**BOARD OF TRUSTEES**

**BOARD MEETING MINUTES**

**2009**

Board of Trustees Meeting, January 12, 2009

The regular monthly open meeting of the Board of Trustees was held in the Wellington Manor clubhouse, starting at 7:00 p.m.

The following were present: Mary Schulz (President), Sandy Bing, Robert Johnston, Howard Schwartz and Roni Shotwell (trustees) and Al Pellegrino (Managing Agent). Ms. Schulz presided and Mr. Johnston kept the minutes.

Mr. Johnston moved that the minutes of the November Board meeting, as distributed by Mr. Pellegrino, be approved. Ms. Shotwell seconded and the motion was unanimously adopted.

Harry Byrne reported that Brickman had cleared snow and ice several times. Several residents commented that Brickman had not started the work for too long a period, and that the crews had worked on some areas that had little if any ice before areas that were very slippery. Mr. Pellegrino asked that anyone with a complaint about snow or ice removal telephone his office, since he picks up telephone messages regularly but often does not get e-mail messages promptly.

Several residents reported that the de-icing salt necessitated difficult cleaning of wood floors, suggested that residents be careful to keep it off wood floors, and asked if alternate compounds could be used. Mr. Pellegrino stated that either calcium chloride or magnesium chloride were being used, both of which are safer than sodium chloride and are considered effective.

Lynn Marsh, chair of the Architectural Review Committee, stated that there were no applications to present to the Board.

Mr. Johnston reported that the preliminary financial data for the year 2008 indicated that our expenses for general operations were about \$32,000 less than budgeted, with the largest contributor being \$22,000 less than budgeted for snow removal in the first months of the year. He stated that the balance in our Operating Fund is about \$55,000, in addition to the Emergency Fund of \$15,000, which could be used for "wish list" items.

David Morris reported that he and Mr. Johnston had had several meetings with Beazer representatives on Transition matters, but that we still have major disagreements.

Ms. Schulz noted that some trash cans and recycling buckets were at the curb for longer than they should be, and that Mr. Pellegrino had been asked to send notices to the violators, and that the Board intended to assess fines against persistent offenders.

Mr. Johnston reported that Kipcon, our engineering consultant firm, had drilled into many places in the cultured stone clubhouse facing and had found quite a few

instances where the moisture level was high enough to indicate that there may be damage to the walls and a risk of significant further damage in the future. He said that Kipcon recommended that parts of the wall be removed in various places to get a more accurate understanding of the damage, that the Board intended to authorize that work, but that efforts would be made to have Beazer agree to pay for the investigation as well as any remedial work that is needed.

Mr. Johnston noted that many Wellington Manor homes may have the same problem, and that homeowners would be advised as additional information about the clubhouse problem is received. He commented that the Homeowners Association probably will not take any action on behalf of homeowners.

A resident stated that some street lights were out. Mr. Pellegrino replied that anyone noting this should either call Public Service to report or call his office, which would inform PSE&G.

Ms. Schulz reminded everyone that many Committee reports are on the web site, and that Committee heads who had not submitted written reports should do so.

Mr. Bing moved that the meeting be adjourned. Mr. Schwartz seconded and the motion was unanimously approved.

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Robert C. Johnston, Secretary

# WELLINGTON MANOR

## BOARD MINUTES

February 9, 2009

**Attendance:** M. Schulz, Sandy Bing, Roni Shotwell and A. Pellegrino, P & A Management, Inc.

Absent: Dr. Howard Schwartz, R. Johnston

**Call to Order:** M. Schultz 7:05 PM

### **Approval of minutes from the January meeting**

A motion was made to approve the minutes as presented.

M – SB            S – RS  
All in favor

## **Committee reports**

### **Refer to the website**

### **ARC Approvals**

No report

### **Snow Comment**

No report

### **Finance**

BJ presented the finance report which included:

- Water Heater warranty 6 years after the date of purchase.
- All Moen fixtures are good for life as long as you own the house.
- Project wish list – cautioned the purchase of capital items because it will require an added item into the reserves over the life of the capital item.

## **New Business**

### **Transition Update**

Sandy Bing read a statement issued from Dave Morris which included

- Beazer underfunding of the association
- Maintenance Bond items that are due in late 2009
- Moisture inspection of the clubhouse
- Transition agreement with DEP a letter has been sent to Beazer to modify the agreement (Al stated that a letter was received that a letter was sent to DEP from Beazer requesting that the proposed Wellington changes be incorporated in the document.
  
- C- Crack in the street on Buckingham – Al stated that the roads have been dedicated to the township – they would be responsible for the repairs. Al to contact the township.
  
- C – Driveways are starting to heave.

Management Company Update – Al presented the utility charge breakdown.

### **Committee Updates**

- Recreation – The Quebec trip has been cancelled.
- No new reports other than what is on the website.

### **Survey**

- 61 people responded to the recent survey:
  - Purchase a flagpole for the clubhouse – 40 Didn't matter (1-5) 25 Favorable (6-10)
  - Purchase of additional equipment in the fitness room 47 Didn't matter (1-5) 14 Favorable (6-10)
  - Purchase a new TV for the clubhouse 51 (1-5) Didn't matter 10 Favorable (6-10)

## Surplus

- Allocation of surplus dollars about \$ 50,000.00

The Board need to vote on the following issues

- \$ 3,000.00 for the flagpole

A motion was made to accept this project and the pole must be lit.

M – RS      S – SB

All in favor

- \$ 1,500.00 Website upgrade

A motion was made to earmark \$ 1,500.00

M – RS      S-SB

All in favor

- Clubhouse utilization

A motion was made to earmark \$ 20,000.00

M – SB      S-RS

All in favor

- Recreation Committee

A motion was made to earmark \$ 500.00

M – SB      S-RS

All in favor

- Wetland trees

A motion was made to earmark \$ 3,000.00

M – SB      S-RS

All in favor

- Landscape projects

A motion was made to approve the Tennis Court Entrance Cul de Sac Improvements, and clubhouse enhancement projects and earmark \$ 8,600.00 for the Lexington Court irrigation for a total cost of \$ 25,499.00.

M – SB    S – RS  
All in favor

With no further business, a motion was made to adjourn the meeting at 8:03 PM

M – SB    S – RS  
All in favor

## **Wellington Manor Board Minutes**

### **Wellington Manor Homeowners Association**

#### **Board of Trustees Meeting, March 9, 2009**

The regular monthly open meeting of the Board of Trustees was held in the Wellington Manor clubhouse, starting at 7:00 p.m.

The following were present: Mary Schulz (President), Sandy Bing, Robert Johnston, Howard Schwartz and Roni Shotwell (trustees) and Al Pellegrino (Managing Agent). Ms. Schulz presided and Mr. Johnston kept the minutes.

The minutes of the January Board meeting, as distributed by Mr. Pellegrino, were discussed and several changes made. Mr. Bing moved that they be approved with the changes, Ms. Shotwell seconded and the motion was unanimously adopted.

Ms. Schulz stated that after the regular business at the April Board meeting there will be a Candidates Night at which everyone who is running to become a trustee will have an opportunity to speak, and that the election will be held on May 11, at an owners meeting that will be held before the regular Board meeting. She noted that there will be three vacancies, for the positions now held by herself, Mr. Schwartz and Mr. Johnston. All three of those incumbents stated that they expected to run for re-election. Ms. Schulz said that anyone who is interested in running should tell Mr. Pellegrino.

Mr. Pellegrino stated that there are no violations of any of the Homeowners Association Regulations to report. He said that he has an assistant who inspects the site every other week to note violations and to check on the work that has been assigned to contractors.

Lynn Marsh, chair of the Architectural Review Committee, stated that there were no applications to present to the Board.

David Morris reported that the Beazer representative with whom the Transition Committee has been negotiating keeps saying that he is not prepared to schedule another meeting. Mr. Morris noted that Beazer's common stock was recently 22 cents per share, so it is not certain that Beazer will be able to pay any amount that may be agreed upon. He also reported that Beazer has presented to the New Jersey Department of Environmental Protection the comments that we had on the draft agreement that the DEP wants to enter into with the HOA, but has not yet had a response. He stated that Beazer representatives met with Mr. Byrne and our consultant from Kipcon to analyze moisture behind the cultured stone clubhouse façade, and that additional exploration will take place when the weather improves. He also stated that the anticipated cost of removing dead trees in the wetlands that pose a risk to houses had been included in the HOA's demand for the Transition payment from Beazer.

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Ms. Schulz requested the Flagpole Committee to make specific recommendations as to the height, materials, site location, lighting and other characteristics of the flagpole.

Several residents noted that the Canada geese were creating considerable messes and health risks, and suggested that the HOA consider hiring a service to bring dogs to the site to drive them away. Ms. Schulz asked Mr. Pellegrino to look into the availability and cost of these services.

Ms. Schulz stated that the questions that had been raised about homeowners' furnaces were not official HOA business, but since it was a matter of widespread concern she asked Ms. Shotwell to report on the status. Ms. Shotwell reported that a representative of York, the furnace manufacturer, had inspected her furnace and said that he agreed with John Drager that it had not been installed in accordance with the provisions of York's manual. He also said that he would work with Kool-Vent as requested on any furnace problems. Ms. Shotwell said that she and her committee plan to send all of Mr. Drager's reports on individual furnaces, except for those of owners who asked not to participate, to Beazer and Kool-Vent, and ask them to fix everything that was needed.

Quite a few owners spoke about their furnaces and John. Some stated forcefully that the Board should have told them about John's background before he entered their homes, and that they felt that their payments for his reports were not justified. Some others reported that he had done some good work for them. Others stated that they had called other companies who had found no serious problems with their furnaces.

Mr. Bing moved that the meeting be adjourned. Mr. Schwartz seconded and the motion was unanimously approved.

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Robert C. Johnston, Secretary

## **Board of Trustees meeting April 13, 2009**

Unofficial minutes taken by Cindy Smith

March minutes approved.

Thanks to Lou DeLauro for running Candidates Night

New Business: Morton Rosenthal to send \$200 to Pennington Fire Department –approved  
Meeting of Homeowners Association – discussion of common interests or pooling of resources where appropriate. Hopewell Township approved. Paul Pogorzelski said to keep an eye out for people stealing trash racks from detention basins

Discussion of common interest or pooling of resources where appropriate

HT approved

Pogo- keep an eye out for people stealing trash racks from detention basins

Is there an IT person in WM to monitor our database on the website.

Grounds: Brickman will be spot mowing this week. Edging is 95% completed.

Mulching this week.

Carl Anderson suggests flagging systems to notify to put down salt chemicals. Al Pellegrino agreed flags could work.

ARC: Request for Richard & Alice Hope at 30 York conforms to arc requirements and was approved.

Association Meeting May 11<sup>th</sup>

Management update: Go Away Geese working on curtailing geese. Cost is \$140/week. Since we are in a Mercer County flight path the wildlife dept will treat geese eggs and will collect and destroy the eggs next year if we still have a problem.

Working on problem to set thermostats in CH so it is not so cool.

Transition: Meeting tomorrow with Chris at Beazer. Beazer has not been very co-operative lately. Beazer needs the DEP Easement more than we do.

Finance: Draft 2008 audit should be completed in a few weeks. Meeting Thursday at Sandy's. Saved \$23K snow removal costs against budget. Insurance rep is coming June 23 to answer questions.

BOT business: Should outsiders with HO members be allowed to use CH –bridge, Dem Com, Mah Jong. Bob J thinks its OK Sandy wonders if its fair to have outside groups on a regular basis here. Howard objects to a paid teacher conducting classes in clubhouse.

Hopewell Valley senior citizens need meeting space so they could use our clubhouse Bob J motion to approve an exception allowing HV senior group to use our clubhouse for meeting/events that are attended by our homeowners. Need to speak to Carol to take over calendar with additions.

Carl A – What happened to signage on road for WM –held up by HTownship

Mort R –why not make handicap accessible? Get good government committee to get sign law changed

Meeting adjourned at 9:06PM

## WELLINGTON MANOR HOMEOWNERS ASSOCIATION

### Board of Trustees Meeting, May 11, 2009

The regular monthly open meeting of the Board of Trustees was held in the Wellington Manor clubhouse, immediately after the conclusion of the Owners' meeting.

The following were present: Mary Schulz (President), Sandy Bing and Robert Johnston (trustees) and Al Pellegrino (Managing Agent). Ms. Shotwell was absent. Ms. Schulz presided and Mr. Johnston kept the minutes.

The minutes of the April Board meeting, as distributed by Mr. Pellegrino, were unanimously approved upon motion by Mr. Johnston, seconded by Mr. Bing.

Harry Byrne reported for the Grounds Committee that more new trees have been planted, the irrigation system in common areas is being repaired, more weeding is being done, annual flowers are to be planted soon, and areas will be edged before the holiday weekend.

Lynn Marsh, chair of the Architectural Review Committee, reported that there were no application to be presented.

Mr. Pellegrino reported that since there were still some geese in the development, he will tell the contractor to return.

Burt Sutker reported for the Finance Committee. He stated that he would prepare a description of our procedures relating to Capital Replacement Reserves and Deferred Maintenance Reserves for the Newsletter, and that the subject would be discussed at the next Board meeting.

Mr. Sutker reported that the Finance Committee recommended that most of the funds now being held in Merrill Lynch money market accounts for Operating and Capital Replacement, now aggregating about \$80,000, be transferred to insured short-term Certificates of Deposit or money market accounts paying more interest, since it turns out that the Merrill Lynch accounts pay an annual rate of well under 1%. He mentioned in particular that Corus Bank is now paying about 2 ½% on money market accounts. Mr. Johnston noted that most of the Merrill Lynch funds are now in the Operating account, and therefore should be in a money market account so they will be available when needed. He moved that most of the funds now held in Merrill Lynch accounts be invested in an insured money market account selected by himself and Mr. Pellegrino. The motion was seconded by Mr. Bing and unanimously approved.

Mr. Rushnak reported that the flag will be ceremonially raised on the new flagpole in front of the clubhouse at noon on Memorial Day.

David Morris reported for the Transition Committee that Beazer had offered to pay the Association \$35,000 to settle all of the financial issues, provided that agreement is reached on other issues and the Association gives them a release. He noted that there had been extensive negotiations with Beazer representatives, that several non-financial issues had been resolved satisfactorily, such as the correction of the air conditioning noise problem in the clubhouse meeting room, and that others were being worked on, including the moisture behind the clubhouse cultured stone façade. He said that the Association had hired our former auditor Marie Mirra and an engineering firm, Kipcon, to advise us and had also consulted with our attorney Fran McGovern. He said that Ms. Mirra had provided a report that concluded that we had good claims against Beazer for about \$100,000, though Beazer had strongly disputed most of them. He stated that Beazer's representative Chris Gillen had finally offered \$35,000. Mr. Morris concluded that he and Mr. Johnston were not pleased with this result but they believed that Beazer would not pay anything more, unless perhaps we got our attorneys involved, and it was not at all certain that Beazer would pay more than, and we could face large attorneys' fees.

Ms. Schulz asked if anyone had any comments. David Zoll said that he was disappointed in the result but would approve it, and that he thought that the Association's consultants were not competent and the Board should get better professional advisors. Several owners expressed approval for the \$35,000.

Mr. Johnston moved that the Board accept the \$35,000 offer, contingent on reaching agreement with Beazer on non-financial issues. Mr. Bing seconded and the motion was unanimously approved.

Mr. Bing moved that the meeting be adjourned. Mr. Schwartz seconded and the motion was unanimously approved.

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Robert C. Johnston, Secretary

# WELLINGTON MANOR

## BOARD MINUTES

June 8, 2009

**Attendance:** M. Schulz, Sandy Bing, Dr. Howard Schwartz, Roni Shotwell and A. Pellegrino, P & A Management, Inc.

Absent: R. Johnston

**Call to Order:** M. Schultz 7:05 PM

### **Approval of minutes from the May meeting**

A motion was made to approve the minutes as presented.

M – SB            S – HS  
All in favor

### **New Officers**

**Sandy Bing – President**  
**Mary Schulz – Vice President**  
**Robert Johnston – Treasurer**  
**Howard Schwartz – Secretary**  
**Roni Shotwell**

### **Committee reports**

**Refer to the website**

### **ARC Approvals**

No report

## **Landscape Committee**

Harry presented two representatives from Brickman to answer questions Scott Leib and Chuck Hartsall.

Chuck stated that property is in good shape. The smaller mowers will be used going forward in the swales and areas that they cannot use a larger mower.

Q – 71 Lexington – Tree removed AI to check the original work order.

Q – Buckingham – Questioned the stain in the driveway and after 6 weeks wants the stained corrected.

Q – 72 Lexington – Grass not trimmed properly.

Q – Why after the chemicals are sprayed do the workers come out and cut the next day?

CH – After 3 hours of spraying the chemical goes into the ground.

Q – Damage due to ice melt materials when will this be addressed?

CH We are 50% complete.

Sandy stated that the community looks the best it has ever looked.

7 York – Questioned brown spots on her lawn

CH – Stated that they will have a horticulturist out next week to check the spots.

## **Transition Update**

Dave Morris gave the following report:

- Transition of the settlement we are awaiting the release.
- The Physical Assets we are in the midst of the maintenance bond. We are currently looking at the sidewalks.

Harry Byrne – Clubhouse

- Work on the clubhouse will be completed by the end of the week. An issue was found with the installation of the stone facade on the clubhouse building wicking up water. The issue was uncovered by Kipkon, and Beazer is financing the correction.

## **Finance**

- BG provided a presentation on how the Budget is prepared and explained the breakdown of the budget to show where your money goes.

## **New Business**

**Management Company Update** – Al requested that all homeowner update their email and contact information.

## **Homeowner Handbook**

- Sandy reported that the updated handbook should be completed by the next meeting.

## **Furnaces**

- Roni reported that there were only two code violations throughout the community. John who was out to perform the original inspection is not returning calls and his phone has been disconnected. Currently there is an ongoing investigation. The units need to be serviced annually and the filters should be cleaned 4 times a year.
- John Burger stated that the plastic vent pipe that comes out of the furnace should be one size, and pipe should not be hot when in operation. If there are problems with the system Beazer and Cool-Vent will address and repair the defects.

## **Board**

Sandy explained that the board members can be voted out by the membership if you are not happy. The Board is here to make the best decisions on behalf of the community. SB went on to thank those involved as volunteers. There are two functions policy and property. The Board deals with policy and the management deals with property. The surplus can either be given back, saved for future use or use it for property beautification.

Committees are not autonomous – committees make recommendations to the Board and the Board makes the final decision.

SB – Asked for volunteers to join a committee.

## **July Board Meeting**

At this time we will not be holding a July meeting that final decision will be made at the executive meeting.

With no further business, a motion was made to adjourn the meeting at 8: 20 PM

M – HS      S – RS  
All in favor



# WELLINGTON MANOR

## BOARD MINUTES

August 10, 2009

- X Sandy Bing – President
- X Mary Schulz – Vice President
- X Robert Johnston – Treasurer
- X Howard Schwartz – Secretary
- X Roni Shotwell – Trustee at Large
  
- X A. Pellegrino, P & A Management, Inc.

**Call to Order:** Sandy Bing 7:05 PM

### **Approval of minutes from the June meeting**

A motion was made to approve the minutes as presented.

M – MS                      S – HS  
All in favor

### **Presidents Message**

- **Pump Station** – Awaiting the bill of sale from the Township
- **Condensation Problem** – Beazer Homes has accepted the responsibility of the condensation issue behind the stone at the clubhouse. The work has been corrected.
- **Hydrants** – All hydrants have been tested and are now functioning.
- **Tennis Court Standards** – Kurt's Kourts will be repairing in the near future.
- **Trash** – P&A has contracted with Raritan Valley to pull the trash container out empty and return to the container to the side of the clubhouse
- **Insurance** – Renewed at a savings of \$ 7,000.00 with improved coverage.
- **Clubhouse Use** – For bereavement purposes can be used by the residents – no charge.

- **Mosquito Issues** – Contact Al or you can contact the County directly.
- **Swine Flu** – Sandy asked the health officer to come out and speak with the homeowners – they did not feel there was a reason to come out. Everyone needs to take the same precautions you would with the normal flu. Carol - to set up the flu shots.
- **Deer Population** – Sandy contacted the township, and they are looking into the issue township-wide.

## Committee reports

### Refer to the website

### ARC Approvals

- 25 Lexington – Rear porch enclosure approval
- 19 Lexington – Bluestone patio request – recommend for approval
- 3 Westminster – Solar tube on the rear portion of the roof – recommend for approval
- 36 Lexington – Replacement lights on the exterior with motion sensitive fixtures – recommend for approval.

A motion was made to accept all four applications.

M – MS S – RS

All in favor

### Recreation Committee

Carol provided a brief of the following upcoming events:

- Pool closing party
- Octoberfest tickets are available.

- AP – None of our associations offer the clubhouse to outside groups

## Management Company Update

### Homeowners Handbook

- Sandy presented the history of the association handbook and ARC Guidelines. Within the past year the committee and board met to determine what should be added, changed or revised.
- Copies of the proposed revision was kept in the clubhouse for review.
- The purpose of the current format was to make it more user friendly
- Sandy commented on the emails received over the past couple of days with respect to a vision statement, and a mission statement. There is nothing in the guidelines that will change our lives. The documents can be changed at any time. Let's move forward not backwards. Sandy reviewed a number of changes that were made in the new set of guidelines.
  - **Comments**
    - MM – The Declaration can be changed
    - Commented on the clubhouse use rules.
    - Many comments regarding drinking at the clubhouse and the pool.
    - Suggestion to allow the community to reconsider, and hold a meeting separate from the Board meeting.
    - DA – Commented on current rules that require amendment due to errors.
- Sandy closed in stating that the board will not vote on this issue tonight and will be voted on in September.

With no further business, a motion was made to adjourn the meeting at 8:46 PM

M – MS      S – HS  
All in favor

# Wellington Manor Home Owners Association

[www.wellingtonmanorhoa.com](http://www.wellingtonmanorhoa.com)

## MINUTES, HOMEOWNERS' ASSOCIATION MEETING, SEPTEMBER 14, 2009

Present- Sandy Bing (SB), President  
Mary Schulz (MS), VP  
Robert Johnston (RJ), Treasurer  
Howard Schwartz (HS), Member  
Roni Shotwell(RS), Member

Meeting was called to order by SB at 7:03pm. Approval of previous meeting minutes was moved by MS and seconded by RS-Motion passed 5-0.

### Announcements

Tree work will begin the last week of September and the first week of October Management will be asked to notify all homeowners (SB)

The BOT is waiting to get a price quote on cleaning the clubhouse.

Bathrooms are cleaned twice a week during the pool season according to Al Pellegrino (AP).

Burt Sutker (Finance Chairman) asks that all budget requests for 2010 be sent to him as soon as possible.

SB asked that the community congratulate Bob Rushnak for his excellent service regarding the swimming pool during the summer season. The homeowners all agreed.

Eileen Honigman announced that the sprinkler turnoffs would begin October 19. \$50 will pay for both the fall turn off and the spring turn on. The \$50 needs to be paid in the fall for the annual service.

The seasonal decorations group and the Recreation group will make and work together to implement a plan regarding seasonal decorations (SB).

### REPORTS (MONTHLY REPORTS CAN BE FOUND ON THE WEBSITE).

Dave Zoll reported for the Finance Committee. There was nothing to report.

Gerry Jeronowitz reported for the ARC Committee and recommended that 30 and 28 Buckingham requests for attic fans be approved and that 30 York request for full view screen door also be approved. All three requests were approved by the BOT 5-0.

Lou DeLauro reported that there were no disputes brought before the DRC.

### NEW BUSINESS

Discussion of a new property manager ensued. The BOT must make a decision by October 1, 2009. The BOT began to set up the hiring process over a year ago. Extensive references for a new property manager were contacted. The BOT felt that it was time for a new beginning since Beazer will be leaving the site once transition is finished.

After a careful and detailed analysis of all the information, there was a motion to hire Judith Quinn as the new property manager. MS moved and RS seconded the motion. It passed 5-0.

Use of Clubhouse:

Use of the Clubhouse (SB)- The clubhouse is for the use of residents and their guests and will not be available to outside organizations such as political groups, religious groups, social groups, etc. However, an exception will be made on a 6 month trial basis for the Pennington-Hopewell Senior Citizen Group .They may use the clubhouse 1 day a month (during the day only) for 6 months with a maximum of 20 participants. Arrangements to reserve the clubhouse must be made in advance with the head of the Recreation Committee. In addition, a Wellington Manor resident must be present during the senior meeting and take responsibility for supervising any set up and clean up of the facility. This exception to the policy will be reviewed after 6 months.

A resident who brings guests to the clubhouse is responsible for their activities and is responsible for cleaning up and returning all furniture to its original place. A resident may not have more than 12 non-0resident guests at anyone time and the sponsoring resident must be present for the duration of the activity.

A resident who wants exclusive use of the Clubhouse must comply with the requirements for "Private Parties.

Residents may notify the Property Manager of their intention to use the Clubhouse, specifying the number of residents and guests that they expect and the places they expect to use and this will be noted on the Clubhouse Calendar.

However, unless it is a Private Party, any activity organized by the Wellington Manor Recreation Committee and any meeting of the Board or a Committee of the HOA and any other HOA activity will take precedence. Therefore residents and their guests must move elsewhere if their use would conflict with the HOA activity, whether or not that activity was noted on the Clubhouse Calendar (SB).

Handbook:

A discussion about alcohol usage at the pool or pool patio during pool hours ensued. The BOT tabled further discussion by a vote of 5-0. The BOT will take it up again soon.

Cul-de-sacs:

Work will be done on the Lexington, York and Buckingham Cul-de-sacs in the next several weeks.

Meeting concluded at 9pm.

Respectfully Submitted,  
Howard Schwartz

## WELLINGTON MANOR HOMEOWNERS ASSOCIATION

### Board of Trustees Meeting, October 12, 2009

The regular monthly open meeting of the Board of Trustees was held in the Wellington Manor clubhouse at 7:00. The following were present: Sandy Bing (President), Robert Johnston, Mary Schulz, Howard Schwartz and Roni Shotwell (trustees) and Al Pellegrino (Managing Agent). Mr. Bing presided and Mr. Johnston kept the minutes.

The minutes of the September Board meeting, as distributed by Mr. Pellegrino, were unanimously approved upon motion by Ms. Schulz, seconded by Ms. Shotwell

Mr. Bing announced that most of the dead trees in common areas that were deemed to pose a hazard to houses had been removed, and that the rest would be removed in the next few days. In response to a question, Mr. Pellegrino stated that the total cost would be about \$1,500 more than the budgeted \$11,000 because more trees were being removed than had originally been planned. He also announced that the clubhouse would be thoroughly cleaned this fall.

Mr. Pellegrino reported that Kurtz had been instructed to fix the gaps around the tennis court posts.

Ms. Schulz noted that the Recreation Committee and the special committee on holiday decorations had recommended that the Association purchase wreaths for the inside and outside of the clubhouse and an artificial garland at the pool fence, at a total cost (including installation and storage until next year) of \$1,451.46 for the outside items and up to \$400 in addition to the current Recreation Committee budget for inside items. She moved that the Board authorize the purchase. Ms. Shotwell seconded. After discussion the motion was unanimously approved.

Mr. Bing announced that the next Executive Committee meeting would be on October 26 at 5:00.

Mr. Morris reported for the Transition Committee that the Committee had met with Hopewell Township Engineer/Administrator Paul Pogorzelski and Beazer representatives about Beazer's obligations with regard to "street trees" and landscaping, and sidewalks. He stated that all parties had agreed on the landscaping work that Beazer will do, and that the Township and Association were in agreement on sidewalk repairs, but Beazer was still considering whether some of the damage was due to excess winter chemicals and therefore was not their responsibility. Mr. Pogorzelski will resolve any disputes. He said that it was not clear when Beazer's obligation would expire, and whether it would have to fix any problems that arise after it does what has been identified and before the expiration of its obligations.

Mr. Morris also reported that Beazer had not responded to our submission to them of a draft agreement that would accompany their payment of \$35,000 to settle the other Association transition claims. He speculates that they may not be willing to sign until the Department of Environmental Protection agrees to the changes that the Association has demanded to the draft agreement between the Association and the DEP, which Beazer is required to obtain as part of its settlement of various wetlands disturbance issues with the DEP.

Carol Mellilo reported for the Recreation Committee that more than 50 residents had attended the Octoberfest event, which was a great success. She also reported that the Children's Halloween parade would be on October 25, the adults Halloween party on October 31 and the Christmas party on December 7, and that flu shots would be given on October 22.

Burt Sutker reported that the Finance Committee expects to complete a draft of the 2010 budget at its meeting on Thursday.

Jerry Geronowitz, chair of the Architectural Review Committee, reported that there were no application to be presented.

Mr. Bing reported that the Board had informally discussed the various comments that had been made concerning the Regulations on drinking in the pool area, and had decided that it would be best not to have any rule on the subject, although regulations prohibiting glass containers in the pool area and prohibiting drunken or offensive behavior would remain. This will be incorporated in the revised Homeowners Manual.

Ms. Schulz reported that the Grounds Committee recommended that seven Norway Spruce trees be planted near the development entrance, by 1 Lexington Drive. She added that the Committee did not believe that it would be necessary to install the Lexington Islands irrigation system, for which \$6,711.06 had been budgeted, so those funds could be used for the new trees. She moved that the plantings be approved, Ms. Shotwell seconded, and after discussion the motion was unanimously approved.

Ms, Schulz moved that the meeting be adjourned. Mr. Schwartz seconded and the motion was unanimously approved.

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Robert C. Johnston

# WELLINGTON MANOR

## BOARD MINUTES

November 9, 2009

**Sandy Bing – President**  
**Mary Schulz – Vice President**  
**Robert Johnston – Treasurer**  
**Howard Schwartz – Secretary**  
**Roni Shotwell**

**Attendance:**, M. Schulz, Sandy Bing, R. Johnston, , Roni Shotwell and A. Pellegrino, P & A Management, Inc.

Absent: Dr. Howard Schwartz

**Call to Order:** Sandy Bing 7:00PM

### **Approval of minutes from the September meeting**

A motion was made to approve the minutes as presented.

M – MS                      S – RS  
All in favor

### **Presidents Message**

- December meeting the Board will be voting on the Budget for 2010
- **Finance Committee** – Sandy announced Burt will be resigning as of January 31<sup>st</sup> . Sandy thanked the Burt and the committee for all of the work that they do.



## **Committee reports**

**Refer to the website for the committee reports**

### **Transition Update**

- Dave Morris gave an update on the transition and review of open issues. Beazer's obligation expires in October 2010. Spring will be another review of the property.
- Street trees will not be replaced until next fall.

### **Communication**

- Sandy – Thanked Val and the committee for all that they do.

### **Recreation Committee**

Carol provided a brief of the following upcoming events:

- Holiday Party reminder

### **Finance**

- The committee has not met with Harry yet

### **ARC Approvals**

- 28 Buckingham – Paver walkway  
A motion was made to approve the walkway as presented.  
M – MS      S – RS  
All in favor
- Bing – Shutters  
  
M – MS      S – RS  
All in favor  
A motion was made to approve the application as presented.

### **New Business**

### **New Management**

- Sandy thanked Al for everything that he has done.

## Transition Banking

- Bob stated that all of the money market accounts will stay the same with the address changing to the new management address.
- Bob presented a resolution authorizing Quinn and Story to open an operating account with Bank of America having Judith Quinn and someone else from her firm to sign checks.

M – MS      S – RS

All in favor

- No limits have been placed on management spending out of the operating account.
- Bob presented a resolution changing the authorized signers for all other accounts being at least two Board members.

M – MS      S – RS

All in favor

- Coupons will be printed in house and all of the checks will be processed in Quinn & Storey's office.
- ACH will not be offered since a local bank cannot be found without extensive fees.
- Bob presented a resolution that effective January 1<sup>st</sup> the registered agent will be changed from P & A to Quinn and Storey.

M – MS      S-RS

All in favor

## Reserve Study

- A reserve study will be done in the next year

## Snow Removal

- Carl made a recommendation was made to have a flagging program to stop the snow removal company from applying ice melt materials.

Sandy stated that the Board is working on an opt-out letter with the attorney.

The grounds committee will be meeting with Brickman to go over issues with snow removal and deicing.

Emergency snow list will still continue.

# WELLINGTON MANOR HOMEOWNERS ASSOCIATION

## Minutes of Meeting of Board of Trustees, December 14, 2009

The regular monthly Board meeting was held at 7:00 p.m. at the Clubhouse. All Trustees (Sandy Bing, Robert C. Johnston, Mary Schulz, Howard Schwartz and Roni Shotwell) and Property Manager Al Pellegrino were present. Mr. Bing, President, presided and Mr. Johnston kept the minutes.

On motion of Ms. Schulz, seconded by Ms. Shotwell, the minutes of the November 9 meeting, as distributed by Mr. Pellegrino, were unanimously approved.

Mr. Bing thanked Ms. French and Ms. Barish for their continuing good work on the Newsletter; Ms. Mellilo and Ms. Andres for the excellent holiday party and Santa visit; and Mr. Byrne for maintaining and distributing the homeowner directory.

Mr. Bing announced that the Board's work on revisions to the Homeowners Manual was nearing completion, and that a draft would be posted on the web site within a month; and would be considered and voted upon at the February meeting. He also announced that Mercer County is considering changing our recycling so all recyclable items can (but do not have to be) put in the same containers. He also announced that the sign near the entrance to the development that says it is for Residents Only will be removed, since the streets are all public.

Ms. Bolick announced that the Hopewell Valley Seniors group has been holding "Explorations" programs featuring various speakers, and that they were planning a program at our clubhouse in the future.

Mr. Morris reported for the Transition Committee that the Township had determined that Beazer's obligation to correct defects in the sidewalks and landscaping would extend until the spring, and that Beazer will do the necessary work then. He also reported that Beazer and the Deputy Attorney General representing the DEP had agreed to the principal changes that we had sought to the proposed Agreement between the Homeowners Association and the DEP with respect to our wetlands and transition areas – which Beazer needs as part of its overall settlement with the DEP. This seems to be the last hurdle before completion of the final agreement between the HOA and Beazer that will result in Beazer sending us the agreed \$35,000 transition settlement.

Ms. Mellilo reported for the Recreation Committee, thanking the many volunteers who worked at the Holiday and Santa events, and reporting that the Committee was talking to Hopewell Grant residents about having a community-wide garage sale in the spring. She also stated that the Committee plans to have some coffees in January, to see if there is enough interest to continue them.

Ms. French reported for the Communications Committee that she is still looking into possible consultants who can manage our web site.

Mr. Byrne reported for the Grounds Committee that requests by homeowners to omit chemicals on ice at their walks and driveways were being received, and that the reflectors identifying them to the workers would be installed before a storm arrives. He also reported that Brickman was completing removal of leaves.

Ms. Schulz reported that Brickman had been informed of the homeowners who had requested that their driveways be cleared first in a snowstorm because of scheduled dialysis or similar medical needs, but that the relatively large number who had asked to be first because they needed to get to work or because of the possibility of needing emergency medical assistance would not be accommodated. She noted that emergency medical personnel responding to 911 calls have the equipment to reach those in need, and that anyone who needs to be cleared in order to get to a medically necessary appointment can arrange for it by calling Mr. Byrne or the Property Manager at the time.

In response to a question, Mr. Byrne said that snow and ice would be cleared this winter in the same sequence as before – starting on the inbound side of Lexington and continuing without crossing a street until ending on the outbound side of Lexington - although for a large storm another crew will start about half way around the loop.

Mr. Jeronowitz reported that there were no Architectural Review applications to consider.

Mr. Sutker, for the Finance Committee, presented the proposed 2010 budget, and explained the principal components. He noted that it provides for continuation of the \$200 monthly assessment, and is in balance, with budgeted income equaling budgeted expenses, and replied to questions about specific items. He also reported that he will be resigning as the Chair of the Finance Committee as of January 31, 2010.

On motion of Mr. Johnston, seconded by Ms. Schulz, the proposed budget was unanimously adopted.

On motion by Ms. Schulz, seconded by Mr. Schwartz, the meeting was adjourned.

Robert C. Johnston

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12-14-09