

# Wellington Manor Homeowners Association

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Judith Green Quinn, CMCA, AMS

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## Board of Trustees Meeting

7:00 P.M. on Monday, September 19, 2016

## MEETING MINUTES

### **QUORUM OF THE BOARD**

|                                   |         |
|-----------------------------------|---------|
| Ruth Sugerman, President          | Present |
| Tina Salmastrelli, Vice President | Present |
| Joe Fischer, Treasurer            | Present |
| Kathie Jeronowitz, Secretary      | Present |
| Steve Kuppe, Trustee              | Present |

### **PRESIDENT'S REMARKS (Ruth Sugerman)**

Ruth opened the meeting by welcoming new residents Gary and Marcia Ireland to our community.

### **SECRETARY - APPROVAL OF MEETING MINUTES (Kathie Jeronowitz)**

- July 18, 2016 Board of Trustees Meeting Minutes
- Board Action Requested: Motion to approve the minutes:  
Tina Salmastrelli 1<sup>st</sup>, Joe Fischer 2<sup>nd</sup>, all in favor  
Board Decision: Approved, Unanimously and minutes will be posted on the website.

### **ROOF CLEANING UPDATE (Joe Fischer)**

At our last meeting, July 18, 2016, concerns were raised regarding the Board's decision to enforce existing rules regarding each homeowner's responsibility to clean discolored roofs in the community. At that time, the Board temporarily suspended the rule to allow us time to study the issue further and we have done so.

Initially, we all want to thank the overwhelming majority of homeowners who voluntarily complied with the rule since its inception years ago. We appreciate it, and our neighborhood's appearance and ambiance reflect this.

Secondly, the Board has thought long and hard and considered all input from homeowners at our last meeting and, since then, in writing, via email and in-person. You have raised concerns. We take them seriously and very much appreciate your interest, your concerns and your passion regarding this issue.

That said, we also checked back in Board HOA Meeting Minutes, Board Work Session Minutes and confirmed a few important things from when this rule was first enacted.

1. The rule was never based on algae or roof disease. Rather, it was based on esthetics and a desire to maintain high home values.
2. Minimal objections were raised at that time, and only a very few homeowners expressed concerns until our most recent decision to recommence enforcing the rule.

Taking all of this into consideration, this Board has unanimously decided to continue the enforcement of the existing rule regarding the appearance of roofs in the community. We base this on our responsibility to maintain the appearance of Wellington Manor and encourage ongoing appreciation of home values. We do this out of concern for:

- Existing homeowners
- Our neighbors who see our roofs everyday
- Potential homeowners who might someday want to move into Wellington Manor

This is not a low income or low cost community. On the contrary, while we have historically kept homeowner dues reasonably low, home values have pretty much rebounded from the crash of 2008 and increased significantly in the last 2-3 years. Certainly by many, many times the cost of an individual roof cleaning.

In an HOA, we each have responsibilities and obligations. They are neither unfair, nor are they unknown. They are simply part of the trade-off of living in a shared community like Wellington Manor. This is a trade-off we all made voluntarily when we move here in hopes of sharing all the benefits Wellington Manor has to offer.

So, we are going to enforce the rules and expect homeowners who received notices, and have not already remediated their roofs, to do so.

In doing this, we recognize that not all roof situations are identical and require the same fix. We are, thus, not sanctioning any particular method of remediation, nor a specific vendor. It is your roof and your responsibility to maintain it in accordance with community standards.

We know it is late in the season and some may want to wait until after winter to do so. That's okay. Our next re-inspection will be in the spring of 2017 and we will be enforcing this rule subject to our usual Dispute Resolution procedures. No Surprises.

We know this disappoints and greatly upsets some of you, and for that we are sorry, but, again, this Board unanimously believes that enforcement of this rule is in the best interest of Wellington Manor and the majority of its homeowners.

### **General Comments**

- Judith Quinn, Property Manager, – Usually, one side of the street is affected more greatly. It's difficult to identify potential problems when roofs are wet and assessments are best done on sunny days and visible from the street.
  - A zinc strip application to the roof could potentially help eliminate streaks
  - The Dispute Resolution process is available to non-compliant homeowners
- Potential home purchasers should be aware of maintenance issues, roof cleaning, edging, weeding your own gardens, etc.
- Judith Quinn, Property Manager, will update the *Closing* letter/statement to include roof cleaning since the Board has agreed to proceed with enforcement of this WM rule.

## **TREASURER'S REPORT (Joe Fischer)**

Looking at our financial picture through July 2016 in all of our accounts we have approximately \$400K in Total Assets, which is up roughly \$80K YTD.

This includes:

- \$263K in our Capital Reserve Accounts – up (up \$22K YTD) reflecting funding thru 3<sup>rd</sup> Qtr.
- \$92K in our Snow Contingency Fund and Operating accounts (together up \$48K YTD) due mostly to less than anticipated snow and ice removal costs last winter. Plus, timing issues with other usual expenses
- \$27K in Deferred Maintenance account (up \$3K YTD) with a few anticipated bills yet to arrive
- \$17K in Community Improvement Fund (up \$6K YTD) reflecting funding thru 3<sup>rd</sup> Qtr. Fund contributions are from the Operating Budget, new homeowner contributions with no expenditures YTD. Currently, the community has not discussed nor approved any projects for which the CIF funds would be used.

With the exception of Snow/Ice removal, our Operating Expenses and fund contributions are tracking pretty close to budget thru July 2016.

That said:

- August numbers will reflect payments under our newly renewed insurance coverage
- Above budget legal fees, due to the PennEast Pipeline legal council, coming in September
- Deferred Maintenance expenses for the clubhouse parking lot resurfacing, and government mandated bonding and grounding tests every 5 years for the pool are still pending
- We are seeing varied “electrical + plumbing” clubhouse maintenance expenses that have to be factored in and paid

All this leads to the 2017 Budget process over the next 3-4 months; starting with a Forecast to 2016 year-end and zero-based budgeting. It is my plan to work in concert with the Finance Committee on the budget numbers, with the Board approving a 2017 budget later this year.

For more details, all Operating and Asset numbers thru July 2016 are available on the WM web site. We expect to have the August 2016 numbers available shortly.

### **Quarterly Dues**

As most of you know, we moved from monthly to quarterly dues payments this year allowing us to pay our bills on time without dues increase in 2016. For a smooth transition, the prior Board allowed requesting homeowners to continue paying monthly this year without incurring the \$25 Late Payment Fee and 17 homeowners took advantage of this opportunity.

The Board unanimously believes this transition period should come to an end starting January 1, 2017. At that time, all quarterly bills must be paid on time and in full. Any dues not paid in full, and on time, will incur the usual \$25 Late Fee on the 15<sup>th</sup> of each month. This would be a cost of \$75 quarterly to pay Late Fees each month. Letters have been sent to all 17 impacted homeowners and a reminder be mailed in November/December with every Dues bill.

Any homeowner who believes this is a financial hardship to them can request the Board to waive the Quarterly Dues payment schedule. For them only, the Board will vote on that individual's request.

## **VICE PRESIDENT'S REPORT (Tina Salmastrelli)**

PennEast Pipeline Update

Please refer to the PennEast binder in our Clubhouse Library for the most current articles, etc.

Wetland Construction Process includes:

- Taking the water out
- Dig the hole
- Put water back
- Remove natural trees and habitat

## **General Comments**

- Pipeline line will impact residents of Westminster Ct. and lower York Rd.
- Twin Rivers complex in East Windsor, NJ was forced to bring a lawsuit against the pipeline

## **PROPERTY MANAGER REPORT (Judith Quinn)**

- Malfunctioning and recalled parts for our toilet tanks were replaced by the manufacturer, but we paid labor costs
- Bathroom timers were reset for a period of 15 minutes vs. 10 minutes before turning off
- A few tables, chairs and umbrellas will be left poolside for enjoyment until mid-November
- Routine government mandated testing for bonding and grounding of our pool is being schedule

## **ARC APPROVALS (Jerry Jeronowitz for Rob Osborne, Chair)**

No report.

## **COMMUNICATIONS (Millie Fischer, Chair)**

The October/November newsletter will be published soon and we need material.

## **COVENANTS COMMITTEE (Bill McGarry, Chair)**

No report

## **DISPUTE RESOLUTION (Jim King, Chair)**

No report

## **EXECUTIVE COMMITTEE (Sandy Bing, Chair)**

Is an Ad hoc Committee of department chairs with the Board invited for general discussion and updates. The next meeting will be in October and email notifications will be sent.

## **FLAG COMMITTEE (Bob Rushnak, Chair)**

Ruth thanked Bob and the committee for their outstanding job on the flag displays in our community

## **LIBRARY COMMITTEE (Doris Dopkin)**

A new bookcase was purchased for the library and a book donation, from a non-resident, is awaiting its arrival.

## **RECREATION COMMITTEE (Steve Kuppe for Bob Rushnak, Chair)**

We will reconstitute the Pool and REC Committees with events and pickle ball. The gate to our tennis courts was sprung and being repaired. BrightView should be blowing debris from our RAC courts and this is being addressed.

### **GROUNDS COMMITTEE (Greg Bancroft)**

- Nut grass (tall green grass in lawns) application is being scheduled
- Fall planting of 11 evergreen trees, along the Pennington-Lawrenceville Road, will be planted to reduce noise, dust and for beautification.
- BrightView will be pruning and trimming back trees on the center island
- Homeowners with property damage caused by BrightView should contact Judith for handling
- BrightViews trend of cutting corners on service needs to be addressed and contract adjusted
- Stressed grass does not need cutting as frequently 10 days vs 7 days is recommended
- Residents should contact Greg if they have any suggestions for WM plantings

### **SOCIAL COMMITTEE (Cindy Smith, Chair)**

The Pool Closing was a fun evening with music. Thanks to all who attended and those who provided food. We're requesting RSVPs so we know how best to set up the room(s) for events.

- Sept. 22<sup>nd</sup> Book Club hosted by Bob & Christina Kales
- Sept. 29<sup>th</sup> Cuba presentation hosted by the Bob & Norene Barish
- Oct. 8<sup>th</sup> Saturday Morning Coffee & Bagels
- Oct. 11<sup>th</sup> Ladies Night Out (Metro North)
- Oct. 14<sup>th</sup> Opera Night
- Oct. 28<sup>th</sup> Halloween Party
- Nov. 8<sup>th</sup> Ladies Night Out (Clubhouse – pizza party)
- Nov. 12<sup>th</sup> Saturday Morning Coffee & Bagels
- Dec. 4<sup>th</sup> Holiday Party
- Dec. 10<sup>th</sup> Saturday Morning Coffee & Bagels
- Dec. 13<sup>th</sup> Ladies Night Out (Villa Francesco's)

Check the newsletter for Pizza, Social Hour, and other events.

### **SUNSHINE & WELLNESS COMMITTEE (Carol Melillo, Chair)**

Please notify me if someone is under the weather so a card can be sent. Flu shots will be administered at the clubhouse on Oct. 5<sup>th</sup>. Call me so your name can be added to the list of participants.

### **WELCOME COMMITTEE (Tina Salmastrelli, Chair)**

Welcome packet has been updated and is ready for distribution.

### **GENERAL COMMENTS**

- Carl Anderson – Property Tax Rebate of \$250 is available for those with military service.

**ADJOURNED: 8:30 P.M.**

Respectfully submitted,



Mary K. Jeronowitz, Secretary

November 5, 2016