

Wellington Manor Homeowners Association  
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Judith Green Quinn, CMCA, AMS

Board of Trustees Meeting  
7:00pm, Wednesday, December 20, 2017

Attending: Sandy Bing, President; Frank Colucci, VP; Joe Fischer,  
Treasurer; Roberta Sutker, Co-Secretary.

Absent: Jerry Jeronowitz

Sandy Bing called the meeting to order. He wished everyone a Happy Chanukah, a Merry Christmas and a Happy New Year on behalf of the Board.

**Sandy asked for approval of the minutes** from The WM BOT meeting of **Monday, November 20, 2017**. Frank Colucci made the motion to approve the minutes and Joe Fischer seconded the motion. The motion was approved without discussion.

Sandy thanked the Social Committee for all their hard work throughout the year. He recognized everyone on the committee and gave special recognition to the outgoing Social Committee Chair, Cindy Smith and recognized the incoming Chair, Terry Reynolds.

### **Committee reports:**

**Patt Potter, Chair of the Pool Committee** advised the WM community of new pool Hours which will be:

11:00am-7:00pm, Saturday, Sunday, Monday, Wednesday, Friday

10:00am-6:00pm, Tuesday & Thursday (Exercise classes will be offered in the am.).

Sandy reported on the status of the **21 benches** around the community. Judith Quinn getting prices on refinishing the benches.

Sandy reminded the Community that **Waste Management** will be supplying new Green Trash Cans on December 26 or 27. Our Blue trash cans will be picked up on December 26.

Steve Walker reported that the **treadmills** are going to be serviced.

### **Joe Fischer presented the proposed budget for 2018.**

He reminded everyone that on November 9<sup>TH</sup> A BUDGET MEETING was held where he presented A 1<sup>ST</sup> DRAFT OF THE WM BUDGET FOR 2018. That BUDGET SHOWED THAT NEXT YEAR WE WOULD HAVE A DEFICIT OF ALMOST \$7600 & MIGHT POSSIBLY NEED A DUES INCREASE.

WE HAVE COME A LONG WAY IN THE MONTH AND HALF SINCE.

“I HAVE RECEIVED UPDATED FINANCIAL STATEMENTS THROUGH OCTOBER (AND JUST RECIVED NOVEMBER TODAY AND REVIEWED AN UPDATED CHECK REGISTER THROUGH YESTERDAY.

WE ALSO HAVE FINALIZED NEGOTIATIONS OF OUR CONTRACT RENEWAL WITH BRIGHTVIEW FOR GROUNDS & SNOW.

I HAVE RECEIVED INPUT FROM MANY HOMEOWNERS AND COMMITTEE CHAIRS I HAD A LENGTHY MEETING WITH THE FINANCE COMMITTEE.

WE HAVE A MUCH BETTER SENSE OF Q4 SNOW – AND --

THE ENTIRE BOT MET IN WORK SESSSION TO DISCUSS THE 2018 BUDGET.

THE RESULT IS THE **PROPOSED BUDGET WE Will CONSIDER AND VOTE ON TONIGHT.**

THIS BUDGET MEETS ALL OF OUR OBLIGATIONS & ALLOWS US TO RESPONSIBLY MAINTAIN THE COMMUNITY ---- ALL DONE W/O A DUES INCREASE.

SO, I WOULD LIKE TO BRIEFLY EXPLAIN HOW WE DID IT.

STARTING WITH REVENUES

1) **AS NOTED, THERE ARE NO CHANGES IN DUES**

2) **OTHER REVENUES – INTEREST, CH RENTALS, & CAPITAL CONTRIBUTIONS = LEFT AT 2017 LEVELS**

3) **WE HAVE ELIMINATED THE ONE TIME \$10,667 CIF DISTRIBUTION THAT WE USED TO BALANCE THE BUDGET THIS YEAR**

4) **THE CARRYOVER OPERATING SURPLUS HAS INCREASED FROM \$13.6K TO \$20.5k**

a. TO EXPLAIN, THE 3 DIFFERENT BOARDS WE HAD THIS YEAR EACH DID A GREAT JOB CONTROLLING SPENDING. WHERE NOT SPECIFICALLY COMMITTED, WE DID NOT SPEND \$ JUST BECAUSE IT WAS BUDGETED. RATHER, IT WAS SPENT ONLY WHEN NEEDED, JUSTIFIED AND REASONABLE. TOGETHER, WE WERE VERY FRUGAL WITH YOUR MONEY!

b. THIS RESULTED IN **SAVINGS UNDER THE 2017 BUDGET OF A LITTLE OVER \$21,000 W/O ANY SNOW SAVINGS INCLUDED**

i. AMONG THE BIGGEST FORECASTED SAVINGS UNDER BUDGET WERE ...CONTINGENCY -- \$8000

1. LS ENHANCEMENTS/REPLACEMENTS -- \$6700

2. CH MAINTENANCE/REPAIRS -- \$3000

3. HAZARDOUS TREE REPLACEMENT -- \$2900

4. WATER & SEWER -- \$1900

ii. THE TWO BIGGEST OVERSPENDS FORECASTED FOR THE YEAR ARE

1. LEGAL & AUDIT -- \$2400
2. IRRIGATION REPAIRS -- \$1800

c. THE 2018 BUDGET USES ALL BUT A BIT OF THIS 2017 CARRYOVER SURPLUS SAVINGS TO AVOID A DUES INCREASE & WE ARE CONFIDENT THAT THIS MONEY WILL BE AVAILABLE TO US FOR THIS PURPOSE

d. IN ADDITION. WE CAME INTO DECEMBER WITH \$21,000 IN BUDGETED SNOW DOLLARS LEFT. WHILE WE HAVE SPENT ROUGHLY \$10,000 OF THIS MONEY ON SNOW REMOVAL THIS MONTH, IT IS STILL OUR HOPE THAT SOME WILL BE LEFT OVER AND THAT WOULD BE AN ADDITIONAL SURPLUS CARRYOVER INTO 2018 – WHICH I WILL SPEAK OF IN A FEW MINUTES.

5) TAKEN ALL TOGETHER, THIS RESULTS IN A REVENUE DECREASE – 2017 BUDGET TO 2018 BUDGET – OF \$4,479. ALL OF THIS – AND A BIT MORE – HAS BEEN MADE UP BY CUTTING OUR OVERALL BUDGETED EXPENSES IN 2018

MOVING TO THE EXPENSE SIDE OF THINGS.

1) WE ARE BUDGETING TO INCREASE A FEW EXPENSE ITEMS.

- a. LEGAL/AUDIT – UP \$2500 – BASED ON PENN EAST
- b. POOL CONTRACT – UP \$1431 – BASED ON 9/17 NEW AMERICAN POOLS CONTRACT
- c. ELECTRIC – UP \$400 – BASED ON 2011-2016 AVERAGE
- d. CABLE/PHONE/DATA – UP \$400 – BASED ON 3% RATE INCREASE
- e. SOCIAL COMMITTEE – UP \$350 – BASED ON COMMITTEE ASK
- f. JANITORIAL -- UP \$25 – TO 2017 SPENDING LEVEL

2) WE HAVE ALSO REDUCED A FEW EXPENSE ITEMS

- a. LS REPLACE/ENHANCE – DOWN \$3500 – FLOWERS IN NEW BV CONTRACT AT NO ADDED COST TO US
- b. TRASH – DOWN \$2756 – NEW WASTE MANAGEMENT CONTRACT

- c. SEWER/WATER – DOWN \$1900 – THOUGH WE JUST RECEIVED A SURPRISINGLY LARGE QUATERLY BILL, A LOWER SPENDING HISTORY & BRIGHTVIEW’S RECOMMENDATION THAT WE WATER OUR LAWNS LESS
- d. CH MAINT/REPAIRS/SUPPLIES – DOWN \$500 – LOWER SPENDING HISTORY
- e. CH OTHER – DOWN \$500 – 2011-2016 AVERAGE
- f. ADMIN SUPPLIES – DOWN \$300 – BASED ON 4 YEAR AVERAGE
- g. INSURANCE – DOWN \$159 – NEW CONTRACT

3) THE REST OF THE BUDGETED EXPENSES WERE LEFT UNCHANGED

- a. SNOW/ICE – 2014 – 2016 AVG COST = \$81,600 PLUS \$33K IN CONTINGENCY FUND
- b. LANDSCAPE CONTRACT – NO CHANGE IN NEW BRIGHTVIEW CONTRACT – SPRING 2018
- c. HAZARDOUS TREE MAINTENANCE – GROUNDS COMMITTEE RECOMMENDATION
- d. GAS – BASED ON +/- WEATHER
- e. RECREATION SUPPLIES – HISTORY
- f. CONTINGENCY – EMERGENCY FUND NOT SPENT UNLESS NEEDED = SURPLUS YR TO YR
- g. MANAGEMENT FEES – CONTRACTED AMOUNT

4) ALL OF THIS WAS APPROVED BY THE FC EXCEPT FOR THE PROPOSED DECREASE IN BUDGETED LS ENHANCEMENTS THAT WAS NOT UNDER CONSIDERATION WHEN I MET WITH THEM IN LATE NOVEMBER

**LASTLY, OUR NON-OPERATING BUDGETED ITEMS REMAIN UNCHANGED**

**1) CAPITAL RESERVE ALLOCATIONS PER PLAN**

**2) DEFERRED MAINTENANCE ALLOCATION PER PLAN**

THAT’S BASICALLY THE BUDGET & AS YOU CAN SEE IT COMPLETELY BALANCES W/O A CHANGE IN DUES NEXT YEAR.

THE ONLY MISSING PIECES TO OUR FINANCIAL PICTURE FOR 2018 ARE:

- 1) A NUMBER OF VARIOUS DEFERRED MAINTENANCE & CAPITAL REPLACEMENT PROJECTS FOR 2018 THAT WE DO NOT PAY FOR FROM THE OPERATING BUDGET.
- 2) INCLUDED IN THIS FROM OUR DEFERRED MAINTENANCE FUND (\$28K AT YEAR-END) ARE:
  - a. WORK ON WOODEN BENCHES

b. BOCCE & TENNIS COURT LEVELING AND RESURFACING

3) FROM RESERVE FUND (\$314K AT YEAR-END)

a. POOL THERMAL COVER (\$350) & REEL (\$1600)

4) THE BOT HAS ASKED OUR PROPERTY MANAGER JQ TO ASSEMBLE ESTIMATED PRICING FOR THESE PROJECTS FOR US AND WE ANTICIPATE THIS WORK HAPPENING IN THE SPRING.

QUESTIONS? COMMENTS?

**I ASK FOR A MOTION – THAT THE OPERATING BUDGET AS PRESENTED BE APPROVED FOR 2018. 2<sup>ND</sup>?**

NOTE – JERRY JERONOWITZ WHO COULD NOT BE HERE AND THUS CANNOT VOTE ON THE BUDGET DOES AGREE WITH ITS ADOPTION AS PRESENTED AND AUTHORIZED ME TO STATE THAT TONIGHT.

LASTLY, AS I EXPLAINED EARLIER – THERE IS A POSSIBILITY THAT OUR 2017 SURPLUS CARRYOVER MIGHT EXCEED THAT \$20,499 WE ARE USING IN OUR 2018 OPERATING BUDGET. WE WILL, OF COURSE, NOT KNOW THIS UNTIL THE YEAR IS OVER AND OUR RESULTS HAVE BEEN FULLY AUDITED.

IT HAS BEEN DECIDED THAT A DECISION OF WHAT TO DO WITH THESE FUNDS BE DELAYED UNTIL AFTER WE HAVE AUDITED OUR YEAR-END FINANCIAL RESULTS FOR 2017 – AT WHICH TIME WE WILL KNOW HOW MUCH MONEY WE ARE TALKING ABOUT AND WILL HAVE A MUCH BETTER SENSE OF HOW OUR 2018 WINTER SNOW BILLS ARE GOING.

**Joe made a motion that the budget for 2018 be accepted. Frank Colucci seconded the motion. The motion was unanimously approved by BOT present.**

A decision about how we will deal with any excess funds will be decided after the spring audit.

**(The approved 2018 Budget is available on the WM website.)**

**Sandy gave an update on what we know about the development of the Enurato property for middle and low income housing.** The BOT is setting up a meeting with the developers, Lennar, and their representative. Depending upon the outcome of this meeting, the Board will consider sending a letter regarding our concerns about any possible link between the Enurauto development and the Lexington cul-de-sac.

It was also suggested that we have WM representation at the monthly Hopewell Township meeting.

### **Sandy reported on the Penn East project**

George Lane is leading the Ad hoc Committee. Committee members include George Lane, Dave Morris, Bob Rushnak , Greg Bancroft and the WM BOT. We have met with a PE rep (our attorney present) and submitted our requests for their consideration. We await a response from PE.

### **Sandy reported that Brightview won the contract to meet our landscaping and snow removal needs.**

Sandy announced that there will be a BOT meeting in January and NO Meeting in FEBRUARY. All the dates of future BOT meetings are published in the Newsletter.

### **Sandy asked for a motion to have Roberta authorized to sign a contract with Penn East should something develop while he out of the country. Sandy made the motion. Frank seconded the motion. The motion was unanimously approved by BOT members present.**

Sandy talked about **Ez Druker's** suggestion that WM bring in speakers. Sandy asked Ez to form a committee to look into the subject.

Sandy told the Community about the Clubhouse keypad repair. He also reported on the \$27,000.00 repair to the pump station that Hopewell Township will incur.

### **There was a discussion of snow removal issues.**

Sandy reminded the community of the 2017 costs for snow removal:

0-2" - \$5452.43 ice melt only \$2805.28

2.1-4" - \$8159

4.1-6" - \$9641

6.1-8" - \$11,525

8.1-10" - \$13,579

Bob Rushnak has agreed to work with Brightview about when snow removal is necessary, always keeping in mind the safety of individuals in our community. There was a discussion about the disparity between how snow melts depending on which side of the street you live on in the community. (Snow remains longer on the odd-numbered houses on Lexington and in several other areas of the community.)

Ez Druker expressed concern about the decision when to send snow removal crews. Some at the meeting feel that regardless of how much snow is predicted the crew should be called out. After a lengthy discussion it was agreed that the current policy would remain in effect and decisions would be made based upon each event.

Joe Fischer reported on Millie Fischers progress following her minor stroke. He thanked the community for their outpouring of concern and good wishes. Millie is doing well and her Drs have given her good news for the long term.

Submitted by  
Roberta Sutker  
Co-Secretary