

Wellington Manor
HOA Board of Trustees Meeting
In the Clubhouse & Via Dial in Conference Call
July 18, 2022 - 7:00 pm

The July 18, 2022 Wellington Manor HOA Board of Trustees Meeting was called to order at 7:03 pm by the Board President Michael Swiatocha.

Roll Call

In Person:

Michael Swiatocha, President
Marva Novitz, Vice President
Karen Haftl, Co-Secretary
Frank Guenther, Co-Secretary

Not Present:

Robert Murray, Treasurer

Via a Dial in:

David Papalia, Property Manager/PMA
Luz Zielinski, Property Administrator/PMA

This is the first meeting of the recently reconstituted board with two new members.

Certificate of the Presence of a Quorum and Proof of Notice – There are at 4 board members present constituting a quorum to move forward with the meeting.

Approval of Minutes – Approval of May 16, 2022 HOA Board of Trustees Meeting minutes - Marva Novitz made a motion to approve as presented, 2nd by Karen Haftl, all in favor.

Covid-19 Checkpoint: It has been 2 ½ years into it, and the board keeps up to date with the guidance provided at the national, state and county level.

- Waiver for the pool –There is a new waiver for residents to acknowledge the procedures that they must sign to use the pool. Wellington Manor residents are responsible for their guests and must be present with them at all times. Vaccinated and unvaccinated residents and guests may use the pool and clubhouse restrooms. Residents must sign for their minor guests.

Financial Report – Everything looks good and is in fine shape. There is a snow contingency of \$40,000, all the information is available on the community website if anyone would like to check. The Grounds Committee received a \$6,600 hazardous tree removal proposal from Green Point Landscaping. Motion by Karen Haftl to proceed with the proposal, 2nd by Marva Novitz, all in favor.

- Appropriations -- The Board is trying to simplify the procedures going forward.
- The two pool ladders need replacement for safety issues. Marva Novitz stated that she received a quote from Dream Pool Services for a total of \$1,600, which includes installation and warranty. A motion to approve the proposal was made by Marva Novitz and 2nd by Karen Haftl, all in favor.

Clubhouse Update –

- **Soundproofing** – Michael Swiatocha reported that the Association is in the process of completing the soundproofing of the main room, which will include the installation of foam panels covered in fabric attached to the ceiling. Due to this work, the clubhouse will be closed during the duration of the work.
- **Rental Procedures** – Karen Haftl spoke about the idea of opening up the clubhouse for resident rentals again. David Papalia spoke about pricing at similar communities and the need for a rental agreement and waiver. It was noted that paid rentals only apply to groups larger than 12 people. Rental cost will be \$200, security deposit \$200 and cleaning fee \$175. Residents will be allowed up to 50 vaccinated guests. Notice will be given to the community when the clubhouse is closed due to a private event.

DEP Commitment – The annual Wetland notification to the homeowners is in the process of being sent out by Management.

Premier Management Associates Update – David Papalia is normally on site on Thursdays but always available via phone or email. He stated that residents can also reach out to the site administrator Luz Zielinski. He also spoke about some recent work with Guardian Protection, the company that provides fire detection and security access to the clubhouse.

Committee Reports:

Marva Novitz is in the process of working with the Communications Committee to update the website's Directory of Committees and encouraged residents to join the various committees.

- **ARC** – The committee is currently looking for volunteers.
- **Library** – The committee chair had nothing new to report.
- **Fitness/Exercise** – Steve Walker reminded everyone to wipe down the equipment before using and afterwards as well, and to follow the guidelines by resetting the thermostat to the proper temperature setting.
- **Communications** – The committee chair had nothing new to report.
- **Clubhouse** – Emergency lighting is being replaced and some painting needs to be completed.
- **Finance** – Steve Walker discussed the 4-year snow contract with Brightview including a discussion about their fuel surcharge. May not end the year with a surplus due to possible November and December snow removal.
- **Recreation** – The last event was a great success. The next scheduled event will be held in September.
- **Social** – The newsletter contains all of the current social committee events.
- **Sunshine** – Nothing to report.
- **Welcome** – Reported that there are 4 home sales pending, 1 new neighbor just moved in and 67 Lexington just went on the market.

New Business:

Roberta Sutker gave thanks to the community after 17 years. She and her husband, Burt, are moving to Pennsylvania. Melissa Brogle asked when the website would be updated with the current Trustees and committee members. She would also like someone to stop by and look at her lantern flies.

Drew Haftl reported that they sprayed 80 red maple trees in the community in 2021. BrightView will be asked to spray again this year.

A motion was made by Michael Swiatocha to adjourn the July 19, 2022 HOA Board of Trustees Meeting at 8:15 PM.

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Michael Swiatocha, President

Recorded by Luz Zielinski, Property Administrator/PMA