

Wellington Manor
Election and HOA Board of Trustees Meeting
In the Clubhouse & Via Dial in Conference Call
May 15, 2023 - 7:00 pm

The May 15, 2023 Wellington Manor Election and HOA Board of Trustees Meeting was called to order at 7:02 pm by the Board Vice President Marva Novitz.

Roll Call

In Person:

Robert Murray, Treasurer
Marva Novitz, Vice President
Karen Haftl, Co-Secretary
Steve Walker, Co-Secretary
Debbie Lazare, Property Manager
Dunayer T. Garrett, Property Administrator/PMA

Call to Order - Marva Novitz

Certification of the Presence of a Quorum and Proof of Notice of Meeting – All the board members were present to proceed with the meeting. Frank Guenther has stepped down and Steve Walker was present as Interim.

Marva Novitz welcomed everyone to the meeting and thanked Michael Swiatocha for his service as President and being a great part of the team. She also thanked Frank Guenther for this service as Co-Secretary.

Approval of Minutes from Preceding Annual Meeting of May 16, 2022, and Reconvened Meeting on May 19, 2022 – Steve asked for a motion to approve the minutes, Karen Haftl made the motion, 2nd by Bob Murray, **all in favor.**

2023 Election Results – Election Officials – Cindy Smith and Mary Schultz – 60 ballots were counted and the elected parties are Marva Novitz, Karen Haftl and George Lane. Congratulations to all! Marva thanked Bob Murray, Karen Haftl and Steve Walker for continuing. After the Annual meeting we will stay behind and assign the positions to everyone. We will send out an e-blast with everyone's assigned titles.

Debbie asked for a motion to approve the vote, Karen Haftl made the motion, 2nd by Steve Walker, all in favor.

Wellington Manor
HOA Board of Trustees Meeting
In the Clubhouse & Via Dial in Conference Call
May 15, 2023 - 7:10 pm

Roll Call

In Person:

Robert Murray, Treasurer
Marva Novitz, Vice President
Karen Haftl, Co-Secretary
Steve Walker, Co-Secretary
Debbie Lazare, Property Manager
Dunayer T. Garrett, Property Administrator/PMA

Call to Order - Marva Novitz

Certification of the Presence of a Quorum and Proof of Notice of Meeting – All the board members were present to proceed with the meeting.

Approval of Minutes from Annual Meeting of March 20, 2023 – Marva asked for a motion to approve the minutes, Karen made the motion, 2nd by Steve, **all in favor**.

Treasurer's Report – Bob stated that all financials are in good shape and we are waiting for PMA to provide the March report. It is so far on target with the 2023 operating budget.

- Reserve funds were redistributed among our banks to take advantage of 4.5% interest rates. These investments are all protected by FDIC insurance.
- The Reserve Study is under way and we are assembling the data for The Parallel Group who was selected to complete the study. We expect to be complete in about 4-6 weeks. We will be meeting in person next week (May 24, 2023) for a physical meeting.
- We are not going to spend any more additional funds for legal with the 2500 Pennington Road development project.

Pool Update – Marva reported the 2023 pool season is almost ready.

- The resurfacing of the pool plaster discoloration is finished and it looks great!
- We are on track to open by May 27, 2023 for the Memorial Day Weekend. The pool will then be open weekends only through June 16, 2023. From June 17 to September 4, 2023, it will be open daily from 12 pm – 8 pm.
- There will be one pool attendant on duty each day.
- Dream Pools found that the “acid pump” is damaged and will need to be replaced. The approved bill is \$1,186.16.
- There is a pool check list and sign in sheet so that no one has to rely on someone who was an eye witness to give an account of any happenings. Everything will be documented.
- **Marva asked for a motion to approve the pool repair invoice, Bob made the motion, 2nd by Steve, all in favor.**

2500 Pennington Road Project Update – George and Bob gave a report on the “continuing to monitor” status.

- The board has decided not to hire an attorney in regard to the development project. It’s going to be lengthy and costly and will not benefit the community.
- American Properties Realty gave a “concept plan”, but it has not been approved by Hopewell Township.
- These plans will bring the sewer line through 2500 Pennington Road and the cul-de-sac at Westminster.
- George and the AD Hoc Committee met with APR on 4/17/23 to review the topics and where they can have a better handle on the legalities of the situation of the sewer line.
- There are 2 newsletters on the Wellington Manor website that have more information in regards to this situation. The planning board is the best leverage that the development has as to what the developer will be doing being that we will not win if this goes to court.
- APR seems to be cooperative. They will let the residents know when the planning board will be set up.
- George read an email from George Canton because apparently someone saw him on the property and he did not let anyone know he was coming. His email was an apology. George will continue to keep the residents posted with the next steps and the planning board committee setup.
- **Homeowner had a question** – Are the Wetlands still considered wetlands and cannot be touched? George answered that the utility company can go through them. APR applied to the DEP with their permits. DEP will look at all the things that they look at and what’s required. The Wetlands that we have in the development are next to 3 properties, but there are property lines.
- **Homeowner had a question** – I was under the impression that in the open space near the pump house that properties could not be built? George answered that the pump house is being under-utilized and the pump house does not have the capacities that they expected. The pump house is owned by the Hopewell Township.

Clubhouse Matters– Karen stated that the community has been less than satisfied with the current clubhouse cleaning service. TWO MEN PROPERTIES has been selected as the new cleaning service. Two Men Properties broke down their costs and paid very close attention to the details. They will also store the Christmas decorations that the community has for FREE!

Concrete Repair Program – Marva addressed that this project will be done in two phases.

- Phase 1 being the common areas owned by WM. They will address the raised areas and the gaps.
- They have already received 2 bids that are very similar and are awaiting a third bid to come in.
- They are all ready to start and are happy that the projects are all within the same area which is surrounding the clubhouse so that the cement truck can stay stationary.
- Concrete work needs to be performed to repair/replace concrete that has a lift of more than ¼” or a gap exceeding ½”. Those specifications will be checked again with Hopewell Township to ensure there has been no change since we were last informed of their guidelines. 9k – 10k is the cost for the first 2 bids for the same areas.
- **Homeowner had a question** – **What is the annual funding for the repairs?** Steve answered that funding is in reserves for common areas.

Premier Management Associates Report – Debbie Lazar introduced herself as the new property manager and Dunayer as the administrator for the community.

- Debbie stated that the community is beautiful.
- There is an area by the basins that she will remind the landscapers to take a look at when they are in the area to clean up.
- Debbie is normally on site at Four Seasons at Brandon Farms every Thursday.
- Residents can also reach out to the site administrator, Dunayer Garrett.

Committee Reports – Karen Haftl opened the floor to any committee that was present to give a report.

- **Social** – Terry Reynolds, chair, wanted to announce the fun activities that will be happening at Wellington Manor in 2023.
 - **May 29** will be a Memorial Day flag celebration starting at 11:45-12:00pm then there will be the pool opening picnic with hot dogs and trimmings.
 - There will be a meet and greet reception for the new residents of WM on **June 11** at the pool. All are welcome and we want to get to know you. The newsletter will have all of this information.
 - Every 2nd Saturday from 9:30am -11am coffee and donuts in the clubhouse and the cost is \$3.
 - Ladies Night Out is the 2nd Tuesday of each month and they usually go to a restaurant, but during the winter months they do a luncheon out instead.
 - **August 5th** will be the **20th Platinum anniversary of Wellington Manor** dinner and dancing party.
- **Covenants** – They submitted recommendations to the board and are awaiting approvals from those recommendations.
- **ARC Committee** – There have been 2 requests for roof repairs that have been approved. 23 and 27 Lexington.
- **Flag** – The flag has been flying half-staff due to some deaths with the police and fire departments. There are 12 members on the flag committee and each member takes a month.
- **Finance** – They wanted to introduce their new member Mary Schultz and they are still looking for more help. The Reserve study is being done and will have a big impact on the 2023-2024 budget.

Other Business:

- Frank Guenther wanted to say thank you for allowing him to be a part of the board and he wanted to report a new family in the community. A family of raccoons in his attic and he had to call Attic Fanatics to remove them. Angie Guenther let everyone know that the raccoons are very attracted to cat food and even though it was hidden, they found it. Also make sure your trash cans are inside your home.
- Steve Walker wanted to advise the community that we were facing litigation from the homeowner at 39 Lexington who is suing the Association and others for a trip and fall accident. Karen Kennedy of the firm Cutlou and Barrow in Freehold is representing our insurance company and the Wellington Manor HOA.

- **Homeowner had a question – Will there be an assessment for this litigation to the other homeowners? The resident is suing her own association?**
Steve answered and said the litigation is ongoing and we are not permitted to discuss. Hopewell Township is also named in the suit.

Marva asked for a motion to adjourn the May 16, 2023 HOA Board of Trustees Meeting at 8:02 pm, 2nd by Karen Hafthl, all in favor.

Recorded by Dunayer T. Garrett, Property Administrator/PMA