Leisure Knoll at Manchester Association
4 Buckingham Drive North, Manchester, NJ 08759
Phone: 732-657-6661 Fax: 732-657-7433

BOARD OF TRUSTEES
OPEN MEETING- VIRTUALLY
DECEMBER 9, 2020

I. CALL TO ORDER – The meeting was called to order virtually by Bill Scarpone at 10:00 AM.

II. PLEDGE OF ALLEGIANCE – Led by Vlad Kowaliwskyj with a moment of silence for our troops and first responders.

III. ROLL CALL – In attendance were Bill Scarpone, President, Vladimir Kowaliwskyj, Vice-President, Karen Ferone, Treasure, Lynn Miller, Secretary, Fran Lupico, Trustee, Pat Shinners, Trustee, Janet Zelinski, Trustee, Community Manager, Mary D'Ime and Maintenance Manager, Jack Gregg.

IV. GUEST(s) N/A

V. REVIEW/APPROVAL OF MINUTES

1. November 11, 2020 – Fran Lupico made a motion to accept minutes as presented. Seconded by Karen Ferone. All approved.

VI. TREASURER'S REPORT

1. Statement of Cash Flow 12/9/20 – Motion to accept made by Janet Zelinski and seconded by Vlad Kowaliwskyj. All in favor.

<u>BILLS PRESENTED FOR PAYMENT ARE:</u>

Operating	$	210,079.02	* Included in Total		
			Nov Member Fees	$	15,000.00
			Dec Rsve Contrib	$	68,292.00
			Dec Lawn/Snow	$	63,353.90
			Dec Waste Rmvl	$	13,681.14
Reserves	$	- 0 -	* Included in Total		
Lawn & Snow	$	67,551.10	* Included in Total		

		Dec Lawn Svce	$ 67,551.10	
BALANCES AS OF Dec 8, 2020		CD's - RESERVES		
Operating	$ 764,112.70	$ 150,000.00	.05 %	2/21
Reserves	$ 1,477,235.42	$ 150,000.00	.100 %	2/21
Lawn & Snow	$ 689,125.26	$ 150,000.00	.50 %	12/20
		$ 100,000.00	.20 %	2/21

*Invoices of $ 10,000. 00 or more

VII. PRESIDENT'S REPORT – Bill led the call about a status on the COVID cases. The number of cases and tests are increasing. Bill reminded us to do all the obvious safety rules, wear a mask, wash your hands and stay 6' apart. Indoor limitation is now down to 10 people. All future Board meetings will be virtual until we can review it again.

Recycling- Bill suggested that our community is the answer to the problem when it's windy and rainy. Please don't use cardboard boxes and be sure there is a lid on the can. We want to be courteous and help each other.

LL expansion, etc. - meeting has been rescheduled for mid-January with the township. Also continuing to finish the tennis and pickleball courts. There will be two tennis courts and on one tennis court, there will be two pickleball courts. Redid the light poles and lighting around the courts.
Exploring the need to make the dock on the other side of the lake safe and enjoyable.

VIII. MANAGERS' REPORT – Mary mentioned there should be a tab called handouts and you should be able to view the agenda and financial report for this call.

Traffic and speeding- taking some proactive measures and coming up with a traffic calming plan. This will include mainly the streets such as Buckingham, Red Hill, Dorset, Mansfield and Hastings to start with. This will include addition of crosswalks, pavement markings, warning lights in certain areas. Mary and Jack are working on a plan to present to the Board in a couple of weeks. Speed Signs on Buckingham will remain and possibly purchasing others as needed.
There is a small dock at the end of the lake and that's going to need at least a rehab or most likely a replacement. Safe to assume the pilings that it's on are deteriorating as well. Initial preliminary proposal from same company that did the Gazebo was somewhere in the 25-30K range which would include total removal, replacement and bulk head replacement as needed.
The ACC has been working to update its guidelines. For example, used to need a permit from the township to replace the roof but now we no longer need it. We have updated the paint colors, and the addition of fire pits. Will be reprinting the brochure with the new colors and have the full new ACC guideline available online or printed available on request.

Realized with this year's election, we had no rules & regulations as far as political signs and banners of the like. The Board is working with ACC and Compliance in order to draft some guidelines - how many, where located, size and also a time frame when they can be posted.

With the uptick in COVID cases, the office will no longer be open to walk-ins from 10-12 and 2-4 starting on Monday the 14th. Full staff will be open from 9-4 and still be able to help people over the phone and for things that require in person interaction (e.g. bar codes), an appointment will be made to accommodate the resident.

IX. MOTIONS

1. Approval of Proposal from JGS Insurance for Renewal of the Association's Insurance Coverages for 2020-2021- Vlad made a motion to approve in the amount of $181,281.51. Source provided from the operating budget seconded by Fran. All in favor.
2. Approval of Proposal from DTE Landscaping for Sod/Tree Installations- Pat made a motion to approve in the amount of $ 30,994.80, seconded by Vlad. Source provided from the operating budget. All in favor.

X. COMMITTEE REPORTS – N/A. Bill publicly congratulated the Footlighters on the 12 days of Christmas video. Mary will be sharing this on our website. Also, on Thursday, the 10th lighting ceremony for the first day of Chanukah will occur.

XI. OLD BUSINESS – N/A

XII. NEW BUSINESS – N/A

XIII. ADJOURNMENT – Fran made a motion to adjourn the Board open meeting and seconded by Vlad. All in favor. Meeting adjourned at 10:30 AM.

XIV. OPEN FORUM –this meeting we added a new feature. There should be a hand icon where you can be able to ask a question and the mic will be opened and the Board will be able to answer your questions.

1. Joan DeJessa, 44 Red Hill Rd – questioned the fire pits. First time hearing about it. The rest of her question was muffled. Vlad stepped in to try to answer her question. We have had a number of people requesting fire pits approval for their homes. The ACC looked at it and came up with guidelines with input from the township. Fire pits have to be 15 feet from the house and has to be on a hard surface. When it's published, it will be distributed to all.
   Second question on the fire pits- Joan is concerned about the overall safety of having them. They will require a permit from ACC.

2. Phil Falzarano, 3 Durham - questioned the validity of the vote for the proposal from DTE because no one heard the entire Motion. Phil referred this as Rules of Order.

Due to technical difficulties encountered with portions of the audio during the making of the Motion to approve the proposal from Down to Earth Landscaping for Sod/Tree Installations, Vlad reread the Motion in its entirety.

Second question- with all of the changes and updates specifically with the ACC, can we mass email everyone the updates as they happen? We now have about 730 emails since the beginning. Great suggestion.

3. Phyllis Hanna, 2 Edgeware Place- wanted to thank for the use of the office staff in helping to get all the letters/calendars out that have a covered activity for 2021 with new dates. If changes are necessary, there is a cover sheet for the club to complete and contact Phyllis.

4. Sue Resch, 37 Appleby Place- Sue wrote on behalf of the officers and members of the Fishing club, they want to thank the BOT for taking in consideration their concerns and ideas. VP will be meeting with the BOT to continue their working relationship.

5. Dorothy Dickinson, 4 Romford Lane- questioned any movement on the discussion of robo-cans? In LL, we do have two sample sizes of robo cans to check out. Still looking at this. Different sizes for different folks. In extreme circumstances, WM has offered to let that person leave the garbage by the garage. That would be limited. On the informal call we are taking, we are at 60/40 for the negative. Greatest concerns are 1) older residents/physically challenged and 2) where the cans would be stored.

6. Geoffrey Sharp, 32 Greenwich Ave. - with regards to the sod being put down soon, Geoffrey thinks it's not a good idea at this time of year. DTE is stating that because there is an overnight dampness that the SOD should be ok. Geoffrey disagreed. Mary will discuss with Walt.

Open forum closed at 10:57 AM.

Respectfully submitted,

Lynn Miller
Secretary