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 VIA GO TO MEETING 10:00 AM
FEBRUARY 10, 2021

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

III. ROLL CALL - In attendance were Bill Scarpone, President, Vladimir Kowaliwskyj, Vice-President, Karen Ferone, Treasurer, 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)

1. Dan Keane – Allied Security – used for both our gate attendants and overnight patrols. Challenging last couple of weeks but successful in getting our attendants in without any gap in coverage. Did scale back on the overnight patrol due to weather safety concerns. Averaging 80-95K annually vehicles through the visitor gate. Our day time attendant, Tony, left in November. As a result, the Office has expressed some concerns with the new day time attendant and will be making another permanent change. Should be in a better position in a couple of weeks with a new day time attendant. Trying to have individuals either come in early or stay a little later to enable attendants to arrive for their next shift.
2. In the fall timeframe, Allied Security hosts the shredding event for Leisure Knoll. It was hosted last year and the plan is to continue this in 2021- based on safety guidelines.
3. Trend in some communities is to provide a virtual gate attendant. There would be a cost impact and this could be something to consider in the future. Mary will work with Dan on putting something together for the BOT to consider.
   Questions from the residents:
   1. Ellen Loforte - followed up on the question raised by a resident at the last BOT meeting regarding no advance calls from the front gate. That has been passed on to Allied Security. There will be coaching and counseling to the individual(s).

2. Gabe Siegel – UPS and FedEx trucks are let in without a call. Others such as Ocean Ride, Utilities, Law Enforcement, etc. are allowed in automatically as well. Gabe asked if Amazon Prime is allowed in and they are. They may ask a few more questions for those Amazon white vans that have no identification.
3. Joan DeJessa- just stated that Dan was missed from the former Safety and Security meetings. Joan would like the Safety and Security committee reinstated.

V. REVIEW/APPROVAL OF MINUTES

1. December 9, 2020 (Rev)

Pat Shinners made a motion to accept the December 9, 2020 revised open minutes as presented. Seconded by Vlad Kowaliwskyj. All in favor.

2. January 13, 2021

Karen Ferone made a motion to accept the January 13, 2021 open minutes as presented. Seconded by Janet Zelinski. All in favor.

VI. TREASURER'S REPORT

1. Statement of Cash Flow 2/10/21

Statement of Cash Flow 2/10/21- Motion to accept made by Lynn Miller and seconded by Fran Lupico. All in favor.

STATEMENT OF CASH FLOW

FEBRUARY 10, 2021

BILLS PRESENTED FOR PAYMENT ARE:

Operating	$	279,060.24	* Included in Total		
			Insur Pckge 3 of 9	$	10,506.00
			Jan-Feb Cable	$	58,495.95
			Feb Rsve Contrib	$	68,292.00
			Feb Lawn/Snow	$	63,309.00
			Feb Waste Rmvl	$	13,681.14
Reserves	$	1,308.50	* Included in Total		
Lawn & Snow	$	- 0 -	* Included in Total		

BALANCES AS OF Feb 5, 2021

Operating	$	670,313.62
Reserves	$	1,422,396.51
Lawn & Snow	$	815,477.66

CD's - RESERVES

$ 150,000.00	.100 %	2/21
$ 100,000.00	.20 %	2/21
$ 150,000.00	.05 %	3/21
$ 200,000.00	.05 %	6/21

*Invoices of $ 10,000. 00 or more

VII. PRESIDENT'S REPORT –

1. Snow- if you have some concerns, you can call the office. If it's a general question, please send in a letter. Bill complimented the maintenance and office staff in the handling of the first snow storm. We followed the rules and guidelines for the second snow storm even though there was some confusion around the plowing of the driveway given the amount of snow.
2. Waste Management- overall they have stepped up and improved on their service. The BOT met with Waste Management and expect them to continue in this manner.
3. Robo Cans- the response on the survey has been overwhelming. This is a survey and not a voting decision. The BOT will make the final decision based on what's best for the community in its entirety.
4. Bill noted he was not happy with a commentary on the unofficial website. Bill asked that the residents please ask their questions and comments via the office since some of the information is not always correct.
5. Robo Calls, Virtual Open Meetings, Talk of the Town are all avenues for our residents to get answers to many questions.
6. Closest site in NJ to request an appt. will be the Seaside location. Website to request appt. is CVS.com/coronavirus

VIII. MANAGERS' REPORT-

1. Robo Can Survey- as of yesterday, 339 surveys were returned out of 1626 households. BOT is looking for greater participation. Deadline is the end of February. Will do a drawing for a gift card at the March open meeting.
2. This year, plan on the optimistic side for updating pool badges. Announcement will be in the March LK News and residents will be asked to drop them off in the lobby of Lakeside Lodge (during normal business hours) or drop it off at the yellow mailbox. Then they will be hand delivered back to each resident.
3. Robo Call- a robo call went out last week to cancel trash pickup due to the nor'easter. A number of people stated they didn't receive a call. Mary did speak to someone in customer service and reviewed all of the settings. If the resident is on the Robo Call system and you didn't get a call, Mary asked that you contact her so she can look up the number on the report to see what might have happened.
4. Snow removal- there comes a point to make a decision whether to contact DTE to clear the streets. The second storm registered under 3 inches but realized after clearing the streets that the aprons needed to be cleared so Mary and Jack notified

DTE who then did come out. A new feature called Snow Information has been added to the website with all the information you need to know about the guidelines, street rotations, etc. The Association does not clear driveways but does clear walkways and driveways/aprons when it's over 3".

IX. MOTIONS

1. Proposal from Allied Fire & Safety for 5 Year
   Fire Suppression System Inspection
   Vlad Kowaliwskyj made a motion to accept the proposal from Allied Fire & Safety for a five (5) year inspection, service and repair agreement for the Fire Sprinkler Internal Pipe system in TH and LL. Seconded by Karen Ferone. All in favor.

2. Proposal from Oswald Enterprises for Cleaning/
   Scoping Storm Sewer Pipe
   Pat Shinners made a motion to accept the proposal from Oswald Enterprises to perform cleaning and scoping of the storm sewer system on Buckingham Drive. Seconded by Fran Lupico. All in favor.

X. COMMITTEE REPORTS – N/A

XI. OLD BUSINESS – December minutes revision discussed above

XII. NEW BUSINESS – N/A

XIII. ADJOURNMENT - Motion to accept made by Pat Shinners to adjourn the meeting and seconded by Vlad Kowaliwskyj . All in favor. Adjourned at 10:50 AM.

XIV. OPEN FORUM

1. William and Diane Bivins- homes on Blackthorn were not cleared after 3 days of the first snow storm. Called, left a message and received no response. Neighbors were also not done. (#10, 12, 14). Mary will check into it.
2. Arlene Herenchak- inquired about the survey. She felt it was very detailed. It was done this way because we wanted input and feedback as to why they wanted it or didn't want it.
3. Gail Noonan- responded to first caller and advised her house was also not done till the third day. Disappointed with the robo can questionnaire. Perceived as though decision was already made. Would prefer current process even with some occasional problems. Also asked if the BOT reached out for any other companies. The current contract is a 5 year contract so we still have some time. The BOT did consider and went out to another waste removal company but once Waste Management was addressing the concerns, it was put to the side at this time.
4. Tom and Cathy Venturini – reside at 14 Blackthorn and confirmed what #1 said was correct.
5. Geoffrey Sharp- not in favor of robocans.
6. Mike Magliocco- All veterans can now get their COVID shots on route 70 in the outreach center. The requirements are that you have to be registered with them and

call to make an appointment. They will also give you a second appt. This information will be added to the website and the community channel.

7. Joan DeJessa- commented on the snow removal. First storm was best ever but second was not. Not in favor of robo cans.
8. Gail Noonan- BOT does their best to keep the cost down realizing there is no perfect solution for anything.
9. Linda Murray- knows a client in Lake Ridge and they have an option about having a robo can- could that be an option? Asked who would absorb the cost. Mary responded that Waste Management would absorb the cost for the robo cans.

Open forum closed at 11:20 AM.

Respectively submitted,

Lynn Miller

Lynn Miller
Secretary