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- PAC 7:00 PM
JULY 14, 2021

I. CALL TO ORDER - The meeting was called to order by Vladimir Kowaliwskyj at 7:00 PM

II. PLEDGE OF ALLEGIANCE – Led by Vladimir Kowaliwskyj

III. ROLL CALL - In attendance were Vice- President: Vladimir Kowaliwskyj, Treasurer: Karen Ferone, Secretary: Lynn Miller, Trustee: Pat Shinners, Community Manager: Mary D'ime and Maintenance Manager: Jack Gregg. Trustees Fran Lupico and Janet Zelinski were an excused absence.

IV. GUEST(s) – N/A

V. REVIEW/APPROVAL OF MINUTES
1. June 9, 2021 - Motion to accept the June 9, 2021 open minutes made by Karen Ferone and seconded by Pat Shinners. Motion passed, 4 approved.

VI. TREASURER'S REPORT
1. Statement of Cash Flow 7/14/21 –Motion to accept the Statement of Cash Flow dated 7/14/21 made by Lynn Miller and seconded by Pat Shinners. Motion passed, 4 approved.

STATEMENT OF CASH FLOW

JULY 14, 2021

BILLS PRESENTED FOR PAYMENT ARE:

Operating	$ 282,644.30	* Included in Total	
		Insur Pckge 8/9	$ 10,506.00
		Jun-Jul Cable	$ 58,507.74
		Jul Trash	$ 13,681.14
		Jun Member Fees	$ 14,000.00
		Jul Rsve	$ 68,292.00
		Jul Lawn	$ 62,366.10

Reserves	$	62,380.05	* Included in Total Tennis Court Rehab	$ 28,529.70
Lawn & Snow	$	- 0 -	* Included in Total	

BALANCES AS OF July 12, 2021

Operating	$	721,081.25
Reserves	$	1,748,224.69
Lawn & Snow	$	799,558.58

CD's - RESERVES

$ 60,000.00	0.020 %	7/21
$ 240,000.00	0.050 %	8/21
$ 180,000.00	0.050 %	9/21
$ 200,000.00	0.050 %	12/21

*Invoices of $ 10,000. 00 or more

VII. PRESIDENT'S REPORT- Vlad opened the meeting welcoming everyone back in person after such a long absence.
Vlad gave the Board's deepest condolences to the family on the passing of Bill Scarpone. He will be sorely missed.
Vlad stated that questions raised during the open forum will be limited to two minutes.
Vlad stated that allowing guests will not happen at this time. The state law for NJ is only valid through 12/31/21. Our responsibility as a fiduciary is to protect our money.
Vlad stated people are putting garbage in the garbage cans down by the Cookie Jar. Those trailers are not to be filled up by residents/visitors.
Each of the Board meetings introduced themselves as well as Mary, property manager to any newcomers.

VIII. MANAGERS' REPORT

1. Reopening remarks- TH and LL are back to normal. No more reservations. For now, the guest restriction is still in place. The Board is watching as things change or evolve. Opened up Memorial Day. Had issues with weather and personnel. Our contract was for two years which included 2 lifeguards and 1 gate attendant for a 10 hour day. Technically this would then require 6 people. It's been very challenging to get people to work. Little incentive for people to go back to work. Just before pool was opening, we identified all communities were having this issue. In order to accommodate this personnel, we went down to an 8 hour day. We then went back to Ocean County to have our exemption extended (back from 2019) and then we were able to stay open without lifeguards. Why this is important is so you are aware that we're still able to open up as long as we follow the guidelines - one of which is we still need a pool operator and post swim at your own risk signs throughout the pool area. We even used our maintenance personnel to help with keeping the pool open.
2. Mary requested that if you haven't, to please sign up on our website i.e. leisureknoll.net. We have about ½ of the residents but we're looking to get as many signed up as possible.
3. Mary will turn over the meeting and will be calling up committee heads and chairs to speak about what's on their radar.

IX. MOTIONS – N/A

X. COMMITTEE REPORTS

1. Activities- Phyllis Hanna-Director of Clubs and Activities. Phyllis welcomed everyone back. The Activities committee continued to work even during this 15 months when everything was closed. A few groups met via Zoom or some met outside slowly as regulations permitted. Information is always on the website and channel 1971. As of July 6th, TH is open for all clubs and activities that meet in the summer. The rest will begin meeting in September. LL is awaiting approval to start renovations so only 1 or 2 groups can use this facility right now. By September all will be meeting in TH. Special events coming up are as follows: Veterans Remembrance Day on 9/11, Helping Hands barbecue on 7/24, Veterans dance 8/7, shredding 9/18, monthly dance- evening 9/18, community garage sale-day 9/18, Angels barbecue 9/19 and Oktoberfest 9/25. There will be some surprise events to add to the list so check the Knoll News or contact Phyllis Hanna directly.
2. ACC- Bill Schroeder- Normally done at the end of November, but as of the end of 3rd quarter, we approved 356 permits, 6 were denied and 2 were corrected. If you're looking for the ACC guidelines, feel free to come to the office. When you get your approved permit, please post your green sticker on your front window.
3. Charlie Jobes- President of the Cookie Jar- purpose is to collect recycled newspapers, books, magazines and cardboard. Any money collected is given back to the committee in a variety of ways. Charlie stated that we have been experiencing the following: pizza boxes are not allowed; if possible tie magazines and books in bundles; please break down your boxes if possible and please do not enter the trailer. Contact listed in the back of the LK News if you have any questions or wish to help.

Domenic Tangredi- President of Helping Hands- would like to thank the Board and Mary for moving the desk into the lobby of TH. Reaction has been positive and new members are joining. Domenic reminded everyone of the 7/24 barbecue and 10/2 rock & roll band dance.

Marilyn Larsen- Chairperson of Compliance- wanted to thank committee for all their hard work during this difficult time and with limited staff. They still need a couple of people to join the group. They meet once a month and this would only take about 3 days out of the month to help keep our Knoll looking nice.

Lynda Dowd- Chairperson Voting Committee- will be meeting the candidates soon to prepare them for the upcoming elections. As it pertains to the upcoming elections: #1 Honesty is important #2 questions that you'd like to ask the candidates can be put in the box and the committee will choose the questions that will be asked. Candidates' night is 8/26. This is when everyone is invited to see what the candidates represent and what they are for or against. Questions are to be sent in advance of the Candidates night. .

Gabe Segal- collector of the Knoll News- looking for new writers. If you'd like to be a contributor, feel free to reach out to Gabe. Looking for someone to create a culinary column.

Joyce Walker- in charge of the library-the library will only accept books from 2014 to current and the only reason is lack of space. Older books are sent to the cookie jar. You can walk in anytime the building is open. The library will take any donation published after 2014.

Charlie Jobes- forgot one thing. The containers are to be used for books, newspapers, magazines and cardboard only. If you are in need of getting rid of other items (storm doors, TVs, old Christmas trees, radios, microwaves, etc.), you can call the town for a bulk pick up and other means.
Sue Resch- President Fishing Club- Fishing trip Tuesday- Fireworks cruise is full. Men and Women all welcome. Sue notified Mary that the new gazebo needs a power washing and/or cleaning of the roof and the bench for fishing.

XI. OLD BUSINESS

Pat Shinners- Liaison to Buildings & Grounds. Pat provided an update since we have been closed. Paving will be done sometime this summer from Buckingham to Banbury. This is part of our ongoing road project. First is to cut the trees, then the concrete is fixed, then we replace the trees, scope the roads and paving is last. Also the next streets slated to be paved will be Appleby, Twyford and Turnbridge. Trees have already been taken down and concrete will probably be taken down in the fall. We have 47 streets in the Knoll. As of to date, 19 have been paved, leaving 28 to be done. The dock in the back of the lake. In December, we approved a bid from Extreme Marine to expand the dock to 8' X 10' and will include all new piling. The contractor is working on getting the necessary permits and hopes to start the project soon. The tennis courts and retaining wall is complete. One new court has been repainted for Pickle Ball. The path has been graded and stone put down and fence repaired so people can walk by the courts without any problem. The large trees bordering the tennis courts and maintenance lots have been taken down. They were overgrown and due to the winds we get, they were starting to come up out of the ground. They will be replaced with lower shrubs so the courts will be more visible. The shuffle board area will be refreshed. We are looking for someone to step up to start up the shuffleboard again. It was very popular in the past. LL expansion project- we have secured the permits from the township and we are awaiting one permit from the county.

XII. NEW BUSINESS – N/A

XIII. ADJOURNMENT- A motion to adjourn was made by Lynn Miller and seconded by Karen Ferone. Meeting adjourned at 7:44 PM.

XIV. OPEN FORUM-

1. Marilyn Larsen, 35 Gladstone- forgot to mention about our supply center. We have walkers, wheelchairs, seated walkers, canes and crutches. We do not have toilet seats or shower chairs. We no longer have a scheduled time to be open but if anyone is in need, please contact Marilyn Larsen or Domenic Tangredi. Numbers are in the book.
2. Leslie Terjesen, 94 Red Hill- thanked the Board about our compliance during the pandemic. Alex Flanagan was identified as someone who went above and beyond to help with vaccinations.
   Has there been anything decided about renting in our development. Mary stated what we were working on is finished. We were going to be doing meetings regarding the consolidation of the master declarations. In that new master declaration is a new addendum that will be added in this regard. The new rule is 2 years before renting. No restriction on renting after you have lived in your house.

3. Marge Puccio, 39 Appleby- stated the chairs in the activities room need to be replaced and will the Sunday movies come back. Pat stated that the activities room is on our strategic agenda.
4. Phil Falzarano, 3 Durham- Hasn't heard since March/April that according to the declarations section 1-14, page 2 paragraph 3 that all buildings must be approved by the ACC. Are the plans for Lakeside Lodge on hold until such time the correct ACC has been done?
   Mary stated the current committee was not formed as noted in the governing documents. We contacted the attorney and then the township because one of the seats in the ACC back in the starting point was someone from the township. The township had confirmed in fact yielded that seat and are going to look through their documents back some 40+ years. Plus they had been closed. Mary reached out a couple of weeks ago to confirm they were still looking for that document. They had just returned to their offices but if they couldn't find the document, they would issue a new one stating they would be happy to do so.
   Phil is still saying the permits are still invalid, both approved and denied. If we are going ahead with Lakeside Lodge our declaration declare that the ACC must approve those plans also. Phil states we can't start the building until we correct this issue with the ACC. Can he be given the same privilege in dialogue as Leslie had, asking more than one question? Based on what his wife told him, why is Mary and Bill from the ACC so afraid of him?
5. Laurie Mertz, 6 Weybridge Place- concerns about the future of the pool. She mentioned that at Lions Gate, they voted on not having lifeguards to save money. Have we thought of that? Mary confirmed there is considerable savings to not having lifeguards and in order to get that exemption, that's what the county asked us to do, i.e. having signs that say swim at your own risk. There is a certain level of liability that a company that we subcontract who does provide. Secondly there is a certified pool operator who coordinates repairs and the testing and all the other things connected with it. Now we found out pretty well without it. We however feel concerned having little ones at the pool without a lifeguard. Mary stated we have already seen a $30,000 refund due to the lack of lifeguard. Also, she asked can we have an ice cream truck come through.
6. Joan McFarland, 23 Buckingham - concerned with a case dating back to 2017 about a lien. Met with the ADR committee and also sent a letter in June. The ADR did turn a recommendation over to the Board and Mary brought it back for accounting and was told Cathy was to notify Joan that the Board reviewed it. Joan will meet with Mary privately tomorrow.
7. Mark Mende, 52 Hastings - Why can't the pool stay open till 8 or 9 – Mary stated we touched on it before. We normally have hours from 10-8. In order to cover that we would need two shifts. It was difficult enough to do one shift much less two shifts. So, the Board decided to change to an 8 hour shift. To the lady on the compliance committee, why don't they come knock on the resident's door? Marilyn Larsen replied how the committee works, with 1626 homes, the procedure is to write up the issue on the postcard, if the resident has a question or concern they should notify the office. If the resident challenges it, then it can be discussed. We do not knock on people's doors. Mark's issue was resolved.

8. Leslie Terjesen, 94 Red Hill - if we ever redo the pool, can it be all 5' since not many people swim laps.
9. Phil Falzarano, 3 Durham- directed the rule of order should also apply to Vlad.
10. Alan Munger, 2 Edgeware- how much was spent on those two speeding signs on Buckingham. We were told that the data was going to be collected and shared with the Manchester Police about the speeding issue. Alan spoke with the Manchester Police- head of traffic and safety- they can come in if they do- have to pay them overtime if we have them here once a month and pay $75/hr it's going to make people think. Alan stated we spent $12,000 and said we were going to move them and we haven't.
11. Diana Rydziko, 69 Dorset- asking about our lawn service. Her biggest complaint is not blowing off the patio. Do we have to keep staying with the same lawn service or try another service? Pat stated we had DTE many years here. 3 years ago, we went out to bid and there are not many companies to handle communities of this size. We chose another company and brought them in and were here less than a year. The community raised the roof and wanted DTE back. We came back with a contract with $15 more a month but since we had a contingency we only upped the cost by $7.
12. Bette DelliSanti, 13 Marlow- her side of the street is very wet. DTE has come by and they have dug up all the lawn, the lawn mower has gotten stuck between houses and are pulling the irrigation right out of the ground. Also not mowing her whole backyard. Bette also called and spoke to Cathy and felt the response was poor- did she want to change lawn service? Could someone come out and see it?
Mary, #1 that is not an acceptable response- it should have been any damages will be fixed and should have sent a supervisor out, #2 put in a work order to have Manny from DTE to come out and see what can be done.
13. Phyllis 15 Hastings- lawn gets worse every year. When were lawns reseeded? She only has weeds and bald spots. Pat stated DTE was going to reseed ½ of the community one year and the other half the following year. That was done.
14. Sue Giampapa, 17 St Paul- always mows the other side of the street and never does her side of the street. She talked to Manny and he always had excuses. Mary noted this and it will be handled.
15. Geoff Fox, 32 Greenwich- same issue with DTE. He stated he had 2 cuts in June. The whole backside of the community doesn't appear to be cut regularly. Geoff called the office on Friday and was told DTE doesn't work on Fridays. Mary stated regular schedule is M-R and leave Friday for rain. The schedule states approximately and very rarely is it once a week. Every 10 days is more average. Why does the schedule say 4 times a month- the schedule states approximately and is based on weather conditions, etc.? We know that June, July and August and early September is the heaviest growing. Geoff asked why we don't split up the community into 3 companies. Mary stated splitting up the community would likely raise the cost.
16. Ourania Koufidakis, 10 Westgate - now that we don't have lifeguards who cleans the pool. Mary stated that if we don't have lifeguards by 10:30, maintenance will be cleaning the pool.

17. Bill Dame, 10 Blackthorn - just need to hold DTE more accountable
18. Marilyn Larsen, 35 Gladstone- why don't we create a landscaping committee?

Meeting adjourned 8:30 PM

Respectively submitted,

Lynn Miller

Lynn Miller