Leisure Knoll at Manchester Association

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BOARD OF TRUSTEES
OPEN MEETING
OCTOBER 9, 2024

I. CALL TO ORDER

The meeting was called to order at 10:02 AM.
Ms. Ferone chaired the meeting in Marottoli's absence.

- **Gratitude and Acknowledgements**
  - Ms. Ferone expressed thanks to the community for support during surgery.
  - Special mention of Helping Hands for their assistance.
  - Anticipation of recovery and returning to normal activities soon.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance and moment of silence was led by Mr. Kowaliwskyj.

III. ROLL CALL

BOARD OF TRUSTEES

Present
Karen Ferone, Ken Wiseman, Lynn Miller,
Andy Passman, Vlad Kowaliwskyj, Dave Glenn

Absent
Pete Marottoli (excused vacation)

ALSO

Present
Community Manager- Mary D'imé,
Maintenance Manager- Jack Gregg

IV. GUEST(s)
n/a

V. REVIEW/APPROVAL OF MINUTES

- September 11, 2024
  Mr. Wiseman MOTIONED to approve the Minutes of September 11, 2024. Ms. Miller SECONDED. None Opposed (Mr. Marottoli excused). MOTION CARRIED.

- Statement of Cash Flow

Operating Expenses and Reserves

a. Operating expense: $332,296.34
b. Reserves: $25,000.00
c. Transfers:
    i. September: $16,432.86
    ii. October: $68,292.00
    iii. Snow transfer for October: $67,600.00
    iv. Legal collections: $10,938.68
    v. Cable for September and October: $68,420.44
    vi. Pool replacement engineering: $10,754.84
    vii. Snow service for October: $68,630.00
d. **CDs**
    i. Combining four CDs into two:
        1. $240,000 and $40,000 into $280,000, then split into $140,000 each.
        2. $100,000 and $125,000 into one CD of $225,000.
    ii. Interest rates have dropped to around 4-4.25%.
e. **Remaining Balances**
    i. Operating: $561,580.68
    ii. Reserves: $2,286,447.79
    iii. Morning snow: $647,350.26 (including a $200,000 CD due this week)
f. Motion to accept the statement of cash flows dated October 9th, 2024 made by Mr. Glenn; seconded by Mr. Kowaliwskyj; Passed unanimously (Mr. Marottoli excused).

VII. PRESIDENT'S REPORT (Ms. Ferone in Mr. Marottoli's absence)

Bulk Pickup and Trash Management

- **Bulk Pickup**
    - Issues with timely pickups; residents should contact the township directly (phone number is in the Knoll News) and not the guard house or the office.
- **Trash Contract**
    - Current contract expired on October 1st.
    - Board working on finalizing a new contract with a company for RoboCans.
    - Valet service no longer available.

Pool Project

- **Delays and Frustrations**
    - Explanation of the process involving engineers, contractors, and subcontractors.
    - Legal counsel involved to ensure compliance and avoid contract breaches.

- Pool completion expected not later than May 31st, 2025 due to weather constraints for concrete curing.

VIII. MANAGER'S REPORT (Ms. D'imé)

New App Introduction

- **Features and Recommendations**
  - Available on Google Play and App Store.
  - Functions include account management, ACC requests, and maintenance fee payments.
  - Payment methods on the app incur fees; other free methods recommended.

Mystery Ride

- **Event Details**
  - Scheduled for October 30th.
  - Full bus, but a waiting list is available.

Voting Results

- **Ballot Count**
  - Noted unusual write-in votes for Trump and Vance.
  - Emphasis on neutrality and proper write-in procedures.

Overnight Parking Rules

- **Revisions and Clarifications**
  - Working on clearer rules to avoid misinterpretation.
  - New rules to allow four passes per vehicle per month, with exceptions for special circumstances.
  - Gatehouse to issue passes only until the office reopens.

Buckingham Paving Project

- **Progress and Issues**
  - New main installed but not yet hooked up.
  - Door hangers used to notify residents of water service interruptions.
  - Issues should be reported to Remington and Burnett, the engineering firm overseeing the project.

Service Line Installation and Maintenance

- **Need for Access to Homes**
  - Workers need to enter homes to ensure the new service line is properly flushed out.
  - Sediment buildup can cause issues if not flushed.
  - Workers will notify residents with a door hanger within a four-hour time frame and will reach out personally.
- **Resident Cooperation**
  - Most residents have been cooperative.
  - Some residents have been unwelcoming and abusive to workers.
  - Workers are not responsible for addressing issues; residents should use the provided contact number for Remington and Burnett (732) 286-9220 to express any concerns or report any damage.
  - Residents are advised not to call the board about these issues.

IX. MOTIONS

Adoption of the resolution entitled "Relating to Fine/Penalty for Damage to the Security Gate Arm"

- **Issue with Gate Arms** (Mr. Passman explained)
  - Frequent damage to front gate arms, mostly by residents.
  - Repairs are costly and time-consuming.
- **Resolution and Penalties**
  - The Board of Trustees proposed a resolution to list violations causing damage to the gate arms.
  - Initial fine for violations is $100 for the first offense.
  - Subsequent offenses will incur higher fines.
  - The back gate incurs full repair costs for damages.
- **Motion and Approval**
  - Motion to pass the resolution was made by Mr. Passman and seconded by Ms. Miller.
  - Motion passed unanimously by the board members present.

X. COMMITTEE REPORTS

Activities (Larry Hurley)

- **Fall Fest Recap**
  - The Fall Fest was a success, thanks to the Activities Committee, clubs, and volunteers.
- **Upcoming Events**
  - **Fourth Annual Classic Car Show**: October 19th, 1-4pm at Lakeside Lodge parking area.
    - Food provided, including hot dogs off the grill.
  - **Fall Craft & Vendor Fair**: October 20th, 10am-3pm at Timberland Hall and Lakeside Lodge.
    - Approximately 50 crafters participating.
  - **Tricky Tray Basket Raffle**: October 13th, 12-4pm for early ticket purchase.
  - **Cousins Maine Lobster Truck**: October 22nd, 4-8pm.
    - Pre-order available on their website.
  - **Holiday House Decorating Contest**: December 7th and 8th.
    - Winners announced at the December 11th board meeting.
  - **Santa's Arrival**: December 8th.
    - Registration required by November 8th.
- **Acknowledgments**
  - Thanks to Charlie for making signs for the Activities Committee.

Compliance Committee (Nancy Volk)

- **Political Signs and Flags**
  - Must be taken down by November 8th.

- Refer to rules and regulations for placement details.

- **Shrub Maintenance**
  - Keep shrubs trimmed, especially around JCP&L boxes.
  - Brush pick-up scheduled for December 11th.

Helping Hands Health Fair

- Health Fair scheduled for Friday, October 11 from 11am-2pm.
- Over 25 vendors providing various services for seniors.

XI. UPDATES

n/a

XII. ADJOURNMENT

Mr. Passman MOTIONED to adjourn the meeting. Ms. Miller SECONDED. None Opposed. MOTION CARRIED.

The Meeting was adjourned at 10:29 AM.

XIII. OPEN FORUM

There were no questions from the residents in attendance.

Respectfully submitted,

David Glenn

Secretary