

AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, MARCH 4, 2026, at 1:00 PM WILLOW HALL

Board Meetings are essential to running an Association, so keeping them as efficient and productive as possible is vital! The rules for Public Comment and Participation in the open portion of the Board meeting are as follows: Residents will be allowed to make a three-minute comment or question related to the agenda item when it is being discussed or presented by the Board of Trustees. Everyone is expected to remain civil and use respectful language, avoiding personal attacks. There will be a maximum of two appearances at the podium.

- PLEDGE OF ALLEGIANCE
- CALL TO ORDER
- ROLL CALL

❖ **Appearances:** Dan Keane from Allied Universal

ITEMS TO BE VOTED ON:

1. Motion to waive the reading of the minutes.
2. Motion to approve the February 4, 2026, minutes.
3. Motion to approve the February 17, 2026, minutes.
4. Motion to approve the revisions to Architectural Specification 4_6, "Electric Vehicle Charging Station."
5. Motion to approve new Architectural Specification 7_14, "Chimney Replace/Repair/Remove."
6. Motion to approve new Architectural Specification 7_13, "Installation of Attic Insulation."
7. Motion to approve the revisions to Architectural Specification 3_6, "Replace Front or Rear Doors."

PRESENTATION OF REPORTS:

I. COMMITTEE REPORTS

- Architectural Committee (Barbara Owens)
- Community Services Committee (Anne Niebergall)
- Finance Committee (Patricia Hansen)
- Administration Committee (Mary Rose McCarthy)
- Election Committee - Approve new members (No Report)

II. RECREATION REPORT (Mary Lighthipe)

III. COMMUNITY MANAGER'S REPORT (Tom Hasko)

IV. BOARD OF TRUSTEES REPORT (Louis Maiocco)

- A. Goals and Objectives
- B. Update re: Code Enforcement Team

UNFINISHED BUSINESS

1. Variance Policy
2. Pool Furniture
3. LVW Preservation Project

NEW BUSINESS

1. Swimming Pool Rules for the 2026 Season
2. Revisions to Architectural Specification 6_8, "Natural Gas Backup Generator."
3. New Architectural Specification 7_11a, "Bathroom Exhaust Fan - Soffit."
4. New Architectural Specification 7_11b, "Bathroom Exhaust Fan - Roof."
5. Solar Report for FYE 09/30/26

AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, MARCH 4, 2026, at 1:00 PM WILLOW HALL

The next open Board meeting will be held on Tuesday, March 31, 2026, at 1:00 p.m. in the auditorium of Willow Hall.

- **ADJOURN OPEN MEETING**

- **RESIDENT COMMENTS/QUESTIONS PERIOD:**

- ★ Rules of Public Comment and Participation in the Open Forum are as follows.
 - In general, residents' questions and comments should be addressed to the interest of all residents. To resolve personal or maintenance issues, contact the Department Manager and, if necessary, the Community Manager.
 - The Open Forum is not a time for debate or cross-examination of our neighbors serving as Trustees.
 - This is an opportunity for residents to be heard, but everyone must remain civil, use respectful language, and avoid personal attacks.
 - The Open Forum will be limited to one hour but may end sooner if only a few residents address the Board.
 - Residents may comment or ask a question and will be allowed three minutes to do so. If necessary, the Board of Trustees will be allowed to make a two-minute comment or answer, and the resident will be permitted a one-minute follow-up question.
 - Maximum two times at the podium.
 - If a resident cannot ask questions or comment in person, the Board may be emailed at bot@lvwa.net. Emails will be reviewed at a Board of Trustees workshop meeting. Statements and opinions of village-wide significance will periodically be addressed at an Open Board of Trustees Meeting or in the Manager's Corner of the LVW News Magazine.

The meeting was called to order at 7:00 p.m. by Board President Louis Maiocco, who led the Pledge of Allegiance.

L. Maiocco welcomed the new Community Manager, Thomas Hasko.

ROLL CALL:

PRESENT: Trustees:

- President: Louis Maiocco
- Vice President: Joy Carmody
- Treasurer: Samuel Carollo
- Secretary: Christina Basile
- Trustee: Ivan Gilbert
- Trustee: Steven Leslierandal
- Trustee: Veronica Risi

Management Staff:

- Community Manager: Tom Hasko
- Accounting Manager: Michelle Lampard

Kevin DelRocinni from Polulak Law, LLC, was introduced and discussed an error regarding the zip code on the rejection ballot for the LVW GreenVest Preservation project. He assured everyone that the ballots are being sent to the correct post office in Lakehurst. If anyone has concerns about their ballot, they can reach out to the election committee at election@lvwa.net. Residents were given the opportunity to ask Kevin any questions or express any concerns regarding the preservation project.

ITEMS VOTED ON: *(continued in Unfinished Business)*

C. Basile moved to waive the reading of the minutes. V. Risi seconded. A vote was called, and all were in favor. The motion carried.

C. Basile moved to approve the January 7, 2026, minutes. S. Leslierandal seconded. There was no discussion, and a vote was called. All were in favor. The motion carried.

V. Risi moved to approve purchasing the Body-Solid S1000 4 Stack Multi-Gym from Johnson Commercial Fitness for a cost of \$8,296.18. The funds to meet this expense will be provided by account #3150 – Equipment Replacement. C. Basile seconded. Audience members asked questions about the equipment warranty and the disposal of old equipment. A vote was called, and all were in favor. Motion carried.

S. Carollo moved to approve the new policy regarding "Variances." S. Leslierandal seconded. After questions arose from the audience concerning the limit on physical disabilities, C. Basile moved to table the motion. J. Carmody seconded this motion. A vote was called, and all were in favor. As a result, the motion was tabled.

I. Gilbert moved to approve the revisions to Terms and Conditions for Architectural Specifications. J. Carmody seconded. There was no discussion, and a vote was called. All were in favor. The motion carried.

S. Leslierandal moved to approve the Garden Savings Federal Credit Union Lease Agreement for the commercial space. V. Risi seconded. Audience members requested clarification on cash transactions and the fee structure for renting the space. A vote was called, and all were in favor. The motion carried.

PRESENTATION OF REPORTS:

I. COMMITTEE REPORTS:

- Barbara Owens, Chairperson, presented a report on behalf of the Architectural Committee.
 - *The Board approved Ford Weiner as a member of the Architectural Committee.*
- Anne Niebergall, Chairperson, presented a report on behalf of the Community Services Committee.
- Patricia Hansen, Chairperson, presented a report on behalf of the Finance Committee.
- Mary Rose McCarthy, Chairperson, presented a report on behalf of the Administration Committee.

- II. M. Lighthipe, Recreation Director, presented a report on behalf of the Recreation Department.

(Kevin DelRoccini left the meeting at 7:40 p.m.)

III. COMMUNITY MANAGER'S REPORT: (Thomas Hasko)

- He thanked the Board for the opportunity to manage LVW and has been reviewing all operations, with a focus on delivering high-level customer service.
- Snow removal operations report with recommendations was provided to the Board and reviewed.
- Office hours for the Community Manager have been extended for the next few months to Tuesdays from 4:00 p.m. to 6:00 p.m. for residents and employees, by appointment preferred.
- Computer and Network Managed Services: An RFP will be sent to three companies, and an update will be provided at the next open Board meeting on March 4, 2026.

The following questions and topics were raised by the audience members: timeline for completion of pathways, after-hours hotline procedures, first responders list, availability of salt, employee bonuses, possibility for residents contributing a monetary bonus toward snow removal efforts, keeping gates open during snow events, garage door damage concerns, staffing levels required for snow removal, use of volunteers, obtaining additional mail services.

IV. BOARD OF TRUSTEES REPORT: (L. Maiocco)

- Goals and Objectives: The Board will present its Goals and Objectives at the next open board meeting on March 4, 2026.
- Recycling Lids: The Association strongly encourages residents to use lids on their recycling bins for better waste management.
- Code Enforcement Team Update: In late December, on the 23rd, the Ad-Hoc Committee for the Code Enforcement met and developed an initial outline for the creation of a Code Enforcement Team. The outline addressed two primary areas: the proposed structure and staffing of the team, and the general activities and observable violations it should focus on. At the January Board meeting, this outline was presented with an important clarification – it was strictly a preliminary framework. It was never intended to serve as a finalized, ready-to-implement program. At that time, we emphasized that the outline would need to be refined and finalized in collaboration with the incoming Community Manager to ensure alignment with management operations, procedures, and documentation requirements. The next meeting to discuss operational and reporting procedures and prepare a finalized implementation plan will occur once management's availability allows.

- **Legal Services Transition:** The Board has been informed that Michael Polulak, who has worked with McGovern Legal Services, LLC for many years, has established his own firm, Polulak Law, LLC. He is joined by two additional attorneys, including Kevin DelRoccini. The Board has agreed to retain Polulak Law for legal services. Ongoing discussions will determine which matters will remain with McGovern Legal Services and which will transition to Polulak Law. Further details will be provided as the transition plan is finalized.

UNFINISHED BUSINESS:

1. The Community Manager reviewed a memo regarding proposals for pool furniture. One bid, submitted by a company based in China, was significantly lower than the other proposals received. The Board expressed concerns about the significantly lower pricing and felt uncomfortable proceeding with that proposal at this time. Management will reach out to a local company to obtain a fourth bid. Once this additional proposal is received and reviewed, the Board will receive an updated report at the next meeting.
2. The lawn cutting services for the 2026 season were presented at the last meeting, which raised concerns regarding the original scope of work and consistency among contractor submissions. Management revised the RFP to ensure greater consistency among contractor bids, increased mowing frequency, expanded edging requirements, and clear inclusion of curb line edging, which had not been previously specified. The updated RFP included the following changes: increased from 20 cuts per season (10-day cycle) to 33 cuts per season (8-day cycle), eight-day rotating schedules, which are consistent with past practice, leaf removal will be the responsibility of the contractor, and LVW management will oversee the pickup and removal, trimming along walkways, around walk lights, within five-foot areas, around trees in common areas, all trimming will be neat, uniform, and free of property damage, edging increased to eight times per season which is approximately once a month – this also includes sidewalks and curb lines, weed control is a weekly service and the contractor is responsible for weed control along curb lines and walkways. All vendors were invited to rebid based on the revised scope. The following are the results:

Contractor	Price
Bright View	\$652,150.00
Turf Masters	\$673,259.00
LMS Landscaping	\$711,150.00
John's Landscaping	\$762,000.00
Down to Earth	\$807,900.00
General Landscaping	\$886,014.00

After evaluating the revised scope, overall cost, and comparative pricing, Brightview has been identified as the lowest responsible bidder. Management recommends awarding the revised landscape contract to Brightview.

Audience members voiced their concerns about the issues faced last season with the previous contractor, emphasizing the importance of including a termination clause in the new contract. They noted that the current vendor proposed has been involved in snow removal this year. Attendees inquired whether the contractor would handle fertilizing and seeding, if a performance bond would be required, and whether there are sufficient funds available in the budget. They also asked about whose equipment would be used, the current status of the existing lawn mowers, and details regarding the Grounds Manager position.

T. Hasko reiterated that his responsibility is to mitigate risk in the best interest of the Association, even when decisions may be unpopular. He announced the hiring of a new Grounds Manager, effective February 16th. The Board was informed that he will be properly onboarded before the distribution of contact information. T. Hasko expressed confidence in his qualifications and requested the community's continued support during the transition.

S. Leslierandal moved to approve contracting with Brightview for the 2026 grass cutting season for \$652,150.00. The funds to meet this expense will be provided by the operating budget, account #7405. C. Basile seconded. There was no discussion, and a vote was called. All were in favor. The motion carried.

NEW BUSINESS:

1. The proposed revisions to Architectural Specification 4_6, titled "Electric Vehicle Charging Station," were included in the agenda for review. A member of the audience sought clarification regarding the insurance coverage for the units. The Board will vote on these changes at the next open Board meeting, which is scheduled for March 4, 2026.
2. A new architectural specification, 7_14, titled "Chimney Replace/Repair/Remove," was included in the agenda for review. Audience members raised a concern regarding the waiver attached to the specification and sought clarification on who is responsible for the maintenance or replacement of the chimney. The Board will vote on these changes during the next open Board meeting, scheduled for March 4, 2026.
3. A new architectural specification, 7_13, titled "Installation of Attic Insulation," was included in the agenda for review. Members of the audience raised concerns regarding the type of insulation being proposed, as well as the insulation materials that have already been approved. The Board is scheduled to vote on these changes at the next open meeting on March 4, 2026.
4. The proposed revisions to Architectural Specification 3_6, titled "Replace Front or Rear Doors," were included in the agenda for review. The Board will vote on these changes at the next open Board meeting scheduled for March 4, 2026.

The next open Board meeting will be held on Wednesday, March 4, 2026, at 1:00 p.m. in the auditorium at Willow Hall.

There being no further business, the Board meeting adjourned at approximately 9:05 PM.

Samantha Bowker
Administrative Assistant

Christina Basile
Board Secretary

Approved: PENDING

LEISURE VILLAGE WEST
SPECIAL BOARD OF TRUSTEE MEETING

FEBRUARY 17, 2026
WILLOW HALL

- PRESENT: Trustees:
- President: Louis Maiocco
 - Vice President: Joy Carmody
 - Treasurer: Samuel Carollo
 - Secretary: Christina Basile
 - Trustee: Ivan Gilbert
 - Trustee: Veronica Risi

- Management Staff:
- Community Manager: Tom Hasko

- ABSENT: - Trustee: Steven Leslierandal

This meeting commenced at approximately 1:00 PM with the Pledge of Allegiance.

The Board of Trustees approved moving forward with a membership vote via a rejection ballot to amend the LVW Bylaws, Article VI, Section 1 (t), which would permit the grant of a conservation restriction to GreenVest, LLC on January 7, 2026.

The residents were mailed a rejection ballot on January 16, 2026, to reject the amendment that was approved by the Board. There would need to be 269 valid ballots returned to the Association to not pass the Bylaws Amendments.

The ballots were tallied, and Mary Lou Doner, Election Chairperson, read the results as follows:

Total Received:	79
Invalid:	7
Valid:	<u>72</u>

The Bylaws Amendment has passed and will be filed with the Ocean County Clerk's office.

There being no further business, the Board meeting adjourned at approximately 1:02 PM.

Samantha Bowker
Administrative Assistant

Christina Basile
Board Secretary



ELECTRIC VEHICLE CHARGING STATION

For units with garages only

MANCHESTER PERMIT REQUIRED
PROOF OF INSURANCE REQUIRED *

An Electronic Vehicle Charging Station (EV charger) must be installed by a licensed electrician who adheres to the strict quality, permitting, and inspections required by local authorities.

The capacity of a home EV charger depends upon your needs, your car, and your home's electrical system. There must be a separate, dedicated circuit for the charging station at the proper amperage.

It is understood that the unit owner, or subsequent owner, is **RESPONSIBLE** for the installation, maintenance, repair, replacement, or removal of this improvement, and it is **NOT THE RESPONSIBILITY** of Leisure Village West Association.

Charging of the electric vehicle must be performed on the driveway outside of the garage!

ITEMS TO CONSIDER

1. Charger Level -- voltage/amp -- **NOT TO EXCEED 40Amp OUTPUT**
 - a. Level 1 (110Volt 15Amp) will only fully charge the electric vehicle in 2 to 3 days.
 - b. Level 2 (220/240Volt 50Amp) will fully charge overnight
2. Cables -- tethered and untethered
 - a. Tethered cables are fixed to the charging point -- more convenient
 - b. Untethered cables require the driver to carry their own cable and plug it into the charger
3. Cable length -- 20 feet or longer -- as charging of the electric vehicle must be performed on the driveway outside of the garage.
4. EV charger must meet the industry safety standards -- Underwriters Laboratories (UL) and Intertek (ETL) certification
5. The electrical circuit must have surge protection for the EV charger
6. Wi-Fi connectivity -- (unnecessary for most EV drivers), but can provide the following:
 - a. Track energy used and calculate the cost of the electricity
 - b. Allows you to set a charging schedule
7. Possibly can take 4 to 8 weeks from first contacting an Electrician to when the job is completed.

INSTALLATION

1. **All charging stations must be located outside of** ~~Must be installed inside the garage~~ and installed by a licensed and insured electrician. The location of the EV Charger must be PRE-APPROVED by the Architectural Committee PRIOR to installation.
1. ~~When not in use, the charging cable must be stored inside of the garage not outside.~~
2. Charger must be hardwired to prevent nuisance tripping and MUST be on a separate, dedicated circuit with the proper amperage.
3. The vehicle must be charged on the driveway, and the charging cable must NOT be located on the Village common property.

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

SPECIFICATION NO. 4_6

LVW Permit Required
Board Approved: July 3, 2024
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INSTALLER

Installation must be made by a licensed electrical contractor who is registered with the Division of Consumer Affairs. Such a licensed contractor must furnish the Leisure Village West Association office with a current certificate of insurance before a **unit owner can apply for a permit, and before any work can begin.**

It is requested that the unit owner, or subsequent owner, notify the Architectural Committee Volunteer (name and phone number shown on the face of PERMIT) when EV Charger installation has been completed. The Volunteer reserves the right to view all such EV Charger installations during work-in-progress and upon completion.

***NOTE REGARDING INSURANCE**

Most standard homeowners policies don't cover your vehicles or any associated equipment. In New Jersey, condo unit owners installing electric vehicle (EV) charging stations must maintain at least \$100,000 in liability insurance, naming the Association as a certificate holder, per the New Jersey Legislature. The owner is responsible for all damages, installation costs, and indemnifying the Association. Proof of insurance must be provided to the Association.

TERMS & CONDITIONS

A copy of the TERMS & CONDITIONS, as attached to the resident's permit, applies to all of the above.

Board Approved: July 3, 2024
Amended: Pending

ELECTRIC VEHICLE CHARGING STATION
WAIVER

DISCLAIMER:

A waiver must be signed by the unit owner that Leisure Village West or its agents will not be responsible for any damage to the unit (including roof, siding or structure) during installation OR OPERATION of the electric vehicle charging stations.

The unit owner must obtain a licensed electrical contractor to install the Electric Vehicle Charging Station.

The unit owner must also maintain at least \$100,000 in liability insurance, naming the Association as a certificate holder per the New Jersey Legislature. Proof of insurance must be provided to the LVW Association.

Unit Owner Signature

Unit Address

Date:

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

SPECIFICATION NO. 7_14

PERMIT REQUIRED

TRUSTEE APPROVED

Date:

**SPECIFICATION FOR CHIMNEY
REPLACE/REPAIR/REMOVE**

MANCHESTER PERMIT REQUIRED

A permit for chimney work must be obtained from the Leisure Village West Association, and installation must conform to the New Jersey Uniform Construction Code. Also, a Manchester Township permit is required for the replacement and removal of a chimney.

All work to be performed in a neat workman-like manner in accordance with generally accepted Trade Practices. This chimney replacement/repair/removal shall comply with all laws, codes, regulations, and ordinances. The contractor must be protected by insurance relating to property damage, workers' compensation, and public liability.

The unit owner is responsible for the repair or damage to the roof and/or siding of the unit resulting from the replacement, repair, or removal of the chimney. Any siding replaced must match the existing siding. Any replacement chimney bricks must match the existing bricks as closely as possible.

The disposal of any materials from the replacement, repair, or removal of a chimney is the sole responsibility of the resident, NOT Leisure Village West Association.

The LVW Maintenance Department must review any and all chimney replacement, removal or repair.

The unit owner must sign a waiver releasing Leisure Village West or its agents from liability for damage caused during roof or siding repair or replacement.

INSTALLER

The chimney replacement, repair, or removal must be performed by a licensed chimney contractor registered with the Division of Consumer Affairs. The Contractor shall furnish the Leisure Village West Association office with a current certificate of insurance before the resident can apply for a permit and begin any work.

When the chimney replacement, repair, or removal is completed, the resident must notify the Architectural Committee volunteer (whose name and phone number are shown on the permit).

TERMS & CONDITIONS

Responsibility for the maintenance, repair, or replacement of this improvement is that of the unit owner or subsequent owner and not the LEISURE VILLAGE WEST ASSOCIATION.

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

**CHIMNEY REPLACEMENT, REPAIR,
OR REMOVAL
WAIVER**

DISCLAIMER:

A waiver must be signed by the unit owner stating that Leisure Village West or its agents will not be responsible for any damage to the unit (including roof, siding, or structure) during any chimney replacement, repair, or removal.

The unit owner must obtain a licensed chimney company contractor to perform chimney replacement, repair, or removal.

Unit Owner Signature

Unit Address

Date: _____

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

SPECIFICATION NO. 7_13
PERMIT REQUIRED
TRUSTEE APPROVED
Date:

SPECIFICATION FOR INSTALLATION OF ATTIC INSULATION

A permit for this improvement must be obtained from the Leisure Village West Association and installation must conform to the New Jersey Uniform Construction Code.

NOTE: It is the resident/homeowner's responsibility to determine if a Manchester Township permit is required.

All work to be performed in a neat workman like manner in accordance with general accepted Trade Practices. This installation shall comply with all laws, codes, regulations, and ordinances.

The responsibility for maintenance or replacement of attic insulation is that of the owner/subsequent owner and not that of Leisure Village West Association.

All workmanship and installation details of the Insulation must be in compliance with the terms of the insulation product warranty and installation directions.

Only batting (faced and/or unfaced) insulation is allowed to be installed. Spray in insulation is NOT permitted because it hides access to electric lines in the garage, and it brings great difficulty when tracing leaks in the roof. The insulation must be installed so that the attic weep holes soffits are not covered blocked to insure proper attic ventilation. Insulations baffles (Perma Vents) are recommended to prevent insulation from blocking ventilation.

The unit owner must sign a **waiver** that Leisure Village West Association is not responsible for damage to the unit if the insulation is incorrectly installed.

INSTALLER

The attic insulation must be installed by a contractor registered with the Division of Consumer Affairs. The Contractor shall furnish the Leisure Village West Association office with a current certificate of insurance before the resident can apply for a permit and before any work can begin.

When the installation is completed, the resident must notify the Architectural Committee volunteer (whose name and phone number are shown on the permit).

TERMS & CONDITIONS

Responsibility for the maintenance, repair or replacement of this improvement is that of the unit owner or subsequent owner and not the LEISURE VILLAGE WEST ASSOCIATION.

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

INSULATION WAIVER

DISCLAIMER:

The unit owner must sign a waiver that neither Leisure Village West nor its agents are responsible for any damage to the unit if the insulation is incorrectly installed.

_____ Unit Owner Signature

_____ Unit Address

Date: _____

A PERMIT IS REQUIRED

SPECIFICATION TO REPLACE FRONT OR REAR DOORS

STYLE & DIMENSIONS

The replacement must match the dimensions of the door or doors being replaced. You can now replace your current door with either of the following original door styles (9-lite or 15-lite, solid or solid with top panel (glass)). **Double doors may be replaced with single door with sidelights.**

Doors that are solid with no lites (glass) can now be replaced with clear, solid white frosted glass, or iridized glass with Etchings and/or Grilles. **STAINED GLASS IS NOT PERMITTED.**

Doors may also have built in blinds between clear glasses. (Replacing 9 or 15 lite styles)

**See figures below for samples.*



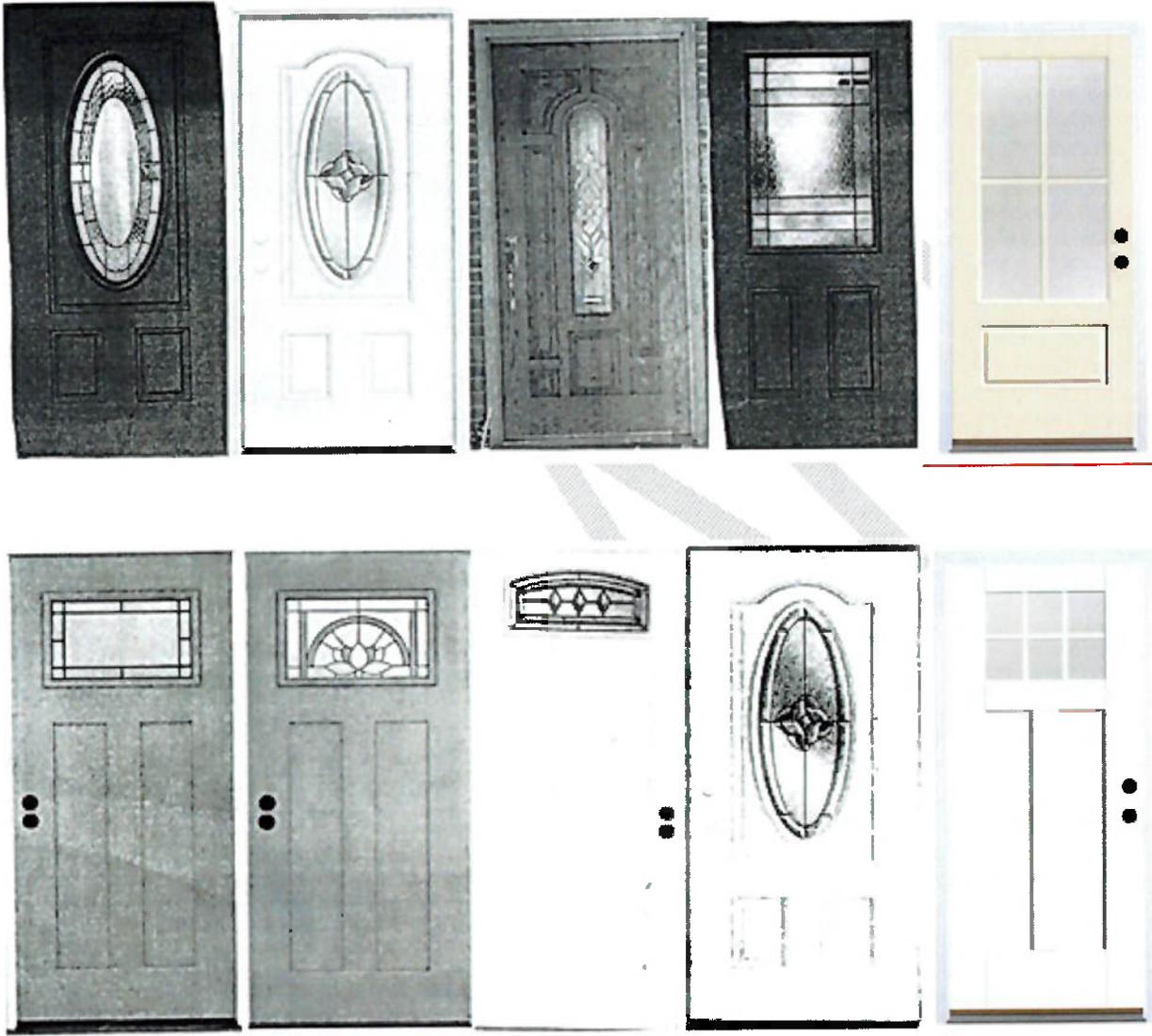
LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

SPECIFICATION NO. 3_6

PERMIT REQUIRED

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Trustee Approved: July 3, 2013



SIDELIGHT SAMPLES:



COMPONENTS

Replacement doors are purchased as kits that typically include a door panel, frame, weather stripping, sill and hinges. (Door handle and dead bolt are usually sold separate).

Slab door replacements are not allowed (that is replacement doors without frames).

Acceptable products include Jeld-Wen, Stanley Steel Exteriors, and Benchmark by Therma Tru, Masonite or equivalent brands.

The panel must be either steel faced or fiberglass.

COLOR:

All colors are Sherwin-Williams Exterior Paint, Satin Finish. **All approved colors can be found in the Resident Handbook, page 35.**

The resident can either go to the Maintenance Office or go directly to a Sherwin-Williams outlet store to see actual color.

A separate permit is required when a unit owner desires to change door or (style) ~~and/or color of any unit~~ in Leisure Village West.

The unit owner may elect to paint the door(s) personally or contract with an Association approved painter.

The approved painter will be responsible for disposal of all paint and solvent containers in accordance with all local, state, and federal environmental laws and regulations.

SPECIFICATION NO. 3_6

PERMIT REQUIRED

Page 4 of 4

Trustee Approved: July 3, 2013

INSTALLATION

The Association requires installation by a professional contractor, registered with the Division of Consumer Affairs. The contractor must furnish the Association with a current certificate of insurance before the resident can apply for a permit and before work can begin.

The contractor will be responsible for daily cleanup and removal of all materials, equipment, and debris from LVW at the end of the day. **NO EXCEPTIONS**

The resident must notify the Permits and Inspection Division volunteer (name and phone number shown on the face of permit) when the installation is completed.

TERMS & CONDITIONS

A copy of the TERMS & CONDITIONS, as attached to the resident's permit applies to all of the above.

RESPONSIBILITY FOR THE MAINTENANCE, REPAIR OR REPLACEMENT OF THIS IMPROVEMENT IS THAT OF THE UNIT OWNER, OR SUBSEQUENT OWNER, AND NOT THE LEISURE VILLAGE WEST ASSOCIATION

Trustee Approved: July 3, 2013

Amended: April 19, 2017

Amended: November 21, 2018

Amended: PENDING

**LEISURE VILLAGE WEST ASSOCIATION
SWIMMING POOL RULES
2026 SEASON**

The official opening is Friday, May 22nd, for the Willow and Encore pools. Both the Willow and Encore pools will remain open until Monday, September 7th. The Willow Pool will remain open for residents only from September 8th through September 30th.

Signs will be posted, not less than three feet by four feet, and shall be prominently displayed at the entrance to each swimming area, stating: 'No lifeguard will be on duty.' Residents must always accompany guests. Notice to Parent or Guardian – Never Leave Children Unattended. No swimming alone. The Board reserves the right to rescind any rules that are abused.

<u>POOL HOURS:</u>	Willow Pool	11 am to 7 pm Monday–Friday 10 am to 7 pm on weekends & holidays
	Encore Pool	10 am to 8 pm daily. <i>From July 1st through August 15th, the Encore pool will remain open until 9 p.m.</i>
	Aquacisers	10 am to 11 am Monday through Friday, and Monday and Wednesday 7:15 pm to 8:15 pm at Willow Pool only. (NO CLASSES on Holidays or Weekends). ONLY Aquaciser class members will be admitted during these hours.
	Pool Volleyball:	7:15 pm to 8:15 pm Tuesdays at Willow Pool. ONLY Volleyball participants will be admitted during these hours.
	Youth Hours:	10 am to 1 pm at Encore Pool and the Pool Area. 4 pm to 7 pm at Willow Pool and the Pool Area. Children are NOT allowed in the pool or pool area at any time other than the designated Youth Hours. The Pool Attendant will give a 10-minute warning when the children's hours are ending. The children <u>must</u> be out by 1 pm at Encore and 7 pm at Willow. In the event of the closure of one pool, the Youth guest hours at the open pool are: 11 am to 1 pm and 4 pm to 7 pm.

NUMBER OF GUESTS:

Adult Guests:	Four (4) adult guests (15 or Older) per unit. Must be accompanied by a resident. May be admitted during adult hours as listed above.
Youth Guests:	Up to FOUR (4) Youth guests (4-14) and Two (2) adult guests (15 or older), accompanied by a resident, may be admitted <u>during youth hours only</u> as listed above. (Total of 6 guests during youth hours).

POOL RULES:

Pool rules are strictly enforced. Violations may result in fines or loss of privileges. They are subject to change by the Board of Trustees with notification to the residents.

Pool entry:

- Members must swipe their photo ID badge or FOB for verification of member status at the pool gate to obtain admittance to the pool area.
- They must register their guests with the pool attendant.

Youth Guests:

Guests under 4 years of age are not permitted in either of the pools. Children in strollers under the age of four will be allowed in the pool area ONLY during children's swimming hours.

When in the pool area, an adult must always supervise children.

When in the Pool, children must be supervised by an adult who is also in the pool.

Lap Lanes Residents must yield to lap lane swimmers in the designated lanes.

Attire:

- Swim attire must be worn in the pool.
- No Cut-off Jeans allowed in the pool.
- Changing area is limited, so residents must wear their swim attire from home to the pool.
- ALL residents and guests must wear a cover-up, wrap, or shirt when entering the clubhouses and to and from the parking lots.
- Only water shoes that have been rinsed in the shower may be worn in the pool.
- Street shoes are not allowed in the pool.
- **DO NOT LEAVE SHOES OR SLIPPERS AT THE POOL STEPS.**
- The Association is not responsible for any damage to bathing suits due to pool chemicals.

Diapers:

Only diapers specially designed for immersion in water are permitted.

Safety:

- **NO DIVING OR JUMPING** is allowed at either pool and will be strictly enforced.
- No Sitting or **standing** on pool steps unless where indicated at the Encore Pool.
- **Roughhousing and horseplay** are not allowed.
- **No sexual conduct** by residents or guests will be tolerated.
- **Weather-related closures** are at the discretion of the Pool Attendant or LVW management.
- The Pool Attendant or LVW management will determine when to reopen the pool.
- The Pool Attendant will remain on duty during rain.

Swim Aids:

- **NO** floats, toy surfboards, or swim toys are permitted in the pool, except for noodles.
- **Only 3" noodles** and mesh seats attached to 3" noodles are allowed in the pools.
- Each person is limited to two (2) noodles.
- Swimsuits that incorporate a flotation device as part of the suit construction are allowed.
- Swimmies are allowed.
- Residents and guests are permitted to use therapeutic aquatic belts or Coast Guard-approved life vests.

Health:

People with open wounds are **not** permitted in either pool or jacuzzi (hot tub) at any time.

Food:

- Food and beverages are permitted in the pool area.
- **NO GLASS OR OTHER SIMILAR CONTAINERS THAT MIGHT CAUSE PERSONAL INJURIES IF BROKEN ARE PERMITTED IN THE POOL AREAS.**
- **NO ALCOHOLIC BEVERAGES ARE PERMITTED IN THE POOL AREAS.**
- Tables and the surrounding area are to be left clean.

Smoking:

Smoking (cigarettes, pipes, cigars, or marijuana) and vaping are **not permitted within 25 feet of the pool area** and **ONLY** in designated areas.

Animals:

ONLY documented and registered **assistance** animals are allowed within the pool area.
NO Pets allowed.

Poolside Furniture:

Lounges, chairs, or tables are not to be reserved.

When leaving the pool area, chairs and lounges must be returned to their designated places.

Showers:

Bathers are required to shower before entering the pools.

Water shoes are to be rinsed in the shower before they are worn in the pool.

Jacuzzi: (hot tub)

Residents are required to read and follow the rules posted at the Jacuzzi.

No one under the age of eighteen (18) is allowed in the Jacuzzi.

Music:

Residents and guests **MUST USE HEADPHONES** for their music.

NO music is to be played over the PA system except during Aquaciser HOURS and Recreation events.

All rules and regulations will be strictly enforced and are subject to change.

Board Approval: PENDING



SPECIFICATION FOR NATURAL GAS HOME BACKUP GENERATOR

MANCHESTER TOWNSHIP PERMITS REQUIRED

INSTALLATION

A Leisure Village West Association Permit and a Manchester Township permit are required for this installation.

The Association requires installation to be performed by a licensed contractor registered with the Division of Consumer Affairs. The licensed contractor must furnish the Association with a current certificate of insurance before the owner can apply for a permit and commence work.

Work is to be performed in a neat, workman-like manner in accordance with generally accepted trade practices. All installations shall comply with all local laws, codes, regulations, and ordinances. The installer shall be protected during installation by insurance relating to property damage, workers' compensation, and public liability.

When the installation is completed, the owner must notify the Architectural Committee volunteer (whose name and phone number are shown on the permit).

A waiver must be signed.

TERMS & CONDITIONS

A copy of the TERMS & CONDITIONS, as attached to the owner's permit, applies to all the below.

RESPONSIBILITY FOR THE EXPENSE, INSTALLATION, MAINTENANCE, REPAIR, OR REPLACEMENT OF THIS IMPROVEMENT IS THAT OF THE UNIT OWNER, OR SUBSEQUENT OWNER, AND NOT THE LEISURE VILLAGE WEST ASSOCIATION.

SPECIFICATION – GENERAL INFORMATION

1. The Home Backup Generator runs on natural gas from the homeowner's gas line at the homeowner's expense. **Propane installations are prohibited.**
2. The size of the unit will depend on whether you are backing up your entire residence or just the essential items.
3. Most home backup generators are air-cooled units with steel or aluminum enclosures. Composite plastic enclosures are prohibited.
4. The color of the unit should be consistent with the color of the air conditioning unit of the residence.
5. The Generator is **required** to be installed at least 5 feet from any window or door, 36 inches from anything combustible (flammable items), and 18 inches from anything non-combustible (non-flammable).
- 5-6. Homeowner's electric box upgrades, including installing a switch box, are at the homeowner's expense and must be installed by a licensed, insured electrician.
- 6-7. The air-cooled generator models come mounted on a composite pad to simplify installation. NOTE: Liquid-cooled generators are larger and more complex, requiring a stronger mounting surface, such as a concrete slab.
- 7-8. Local codes require a "Generator on Premise" sticker for your main breaker panel and utility meter. These stickers warn emergency responders to exercise caution around large gas-containing units, ensuring they can be disconnected in the event of an emergency.
- 8-9. Township permits are needed—Manchester Electric, Plumbing, and Building permits—and the town must inspect the final installation.
- 9-10. The newer Generators have been made quieter than those in the past. The Generator will require a weekly test, which must be scheduled to test on a Monday or Tuesday between the hours of 11:00 AM and 1:00 PM.
- 10-11. It is imperative that regular maintenance is scheduled to ensure your generator is ready for whenever a power outage may occur.

GAS LINE INSTALLATION SPECIFICATIONS

1. All work is to be performed in accordance with generally accepted trade practices by a contractor experienced in making attachments to gas lines. Installation shall comply with Code A.N.S.I. Z 223.1 (1974), with all local ordinances and the conditions stipulated in the diagram included in this specification. The contractor is responsible for selecting the proper tubing size to satisfy the cubic feet per hour requirement, dependent on size, as specified in the table at the bottom of this section.
2. The generator shall be located within the five-foot area and at least 5 feet away from any windows or doors. The location of the Generator must be pre-approved by the Architectural Committee volunteer, and a diagram with the location of the generator must be created.

3. Gas Line Options:

3.—Trenching: If there is any question of the underground portion of this installation crossing existing subterranean gas, electrical, telephone, cable, or water lines, the owner is advised to contact the involved utility and arrange for surface marking of the exact line location(s). The owner is responsible for any damage to these lines resulting from this installation.

4.—The gas line installer, a Maintenance Department representative, and Architectural Committee Volunteer must review the property before the sale and provide a **diagram** of the generator installation, **including the gas line** and trenching needed. The trench must be at least 18 inches deep.

Up the side of the residence (through the attic): A gas line can run up the side of a residence in New Jersey, but it must use approved materials (like black iron or protected CSST), be securely installed, protected from damage, and strictly follow state codes (NJ UCC) and local regulations, requiring permits and licensed professionals. The line must also have a covering which is painted to match the siding of the residence.

The location of the "up the side of the residence" gas line must be pre-approved by the Maintenance Department and the Architectural Committee prior to installation.

Cubic Feet per Hour Table:

Maximum Capacity of Semi-Rigid Tubing in Cu. Ft. of Gas per Hour Gas Pressures of 0.5 Psig or Less and a Pressure Drop of 0.3 In. Water Column. Based on 0.60 Specific Gravity Gas.

Outside Diameter Inch	Length of Tubing in Feet					Feet Cu Ft/Hr
	10	20	30	40	50	
3/8	20	14	11	10	9	"
1/2	42	29	23	20	18	"
5/8	86	59	47	40	36	"
3/4	153	103	83	71	63	"

ELECTRICAL INSTALLATION SPECIFICATIONS

1. **An LVW permit for Electrical work is also required.**
2. Homeowner's electric box upgrades, including installing a switch box for the generator, are at the homeowner's expense.
3. The electrical equipment must be installed in accordance with the manufacturer's instructions.
4. The installation requires a Manchester Electrical Bureau permit and inspection.
5. Electrical updates may be required depending upon the size of the generator and whether you are backing up the entire residence or just some essential items. The installer/contractor will guide you with the amount of amperage needed for your backup requirements.
6. Local codes require "generator on premise" stickers for your main breaker panel and utility meter. These stickers warn an emergency responder to be careful of the large units that contain gas. In the event of an emergency, they would disconnect the fuel for the unit to prevent serious damage.

WAIVER

DISCLAIMER:

The unit owner must sign a waiver ~~if the roof must be replaced or repaired during or after~~ prior to installing the **“Natural Gas Home Backup Generator.”**

~~The unit owner must obtain a licensed contractor to remove and replace the “Natural Gas Home Backup Generator” so as not to void the installation warranty.~~

~~The unit owner is responsible for any damage to the residence as a result of the installation of the “Natural Gas Home Backup Generator.”~~

Leisure Village West or its agents are not responsible for ~~any damage to the~~ any repair, replacement, or removal of the **“Natural Gas Home Backup Generator”** ~~during roof replacement or repair.~~

Unit Owner Signature

Unit Address

Date: _____

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

SPECIFICATION NO. 7_11A
PERMIT REQUIRED
TRUSTEE APPROVED
Date:

**SPECIFICATION FOR INSTALLATION
OF BATHROOM EXHAUST FAN THROUGH SOFFIT**

MANCHESTER TOWNSHIP PERMIT REQUIRED

LVW Permit and Manchester Township permit are required for a replacement only if there is a structural change or the addition of a heating unit.

~~The Resident/Owner is responsible for obtaining a Manchester Township Permit.~~

A permit for this improvement must be obtained from the Leisure Village West Association, and installation must conform to the New Jersey Uniform Construction Code.

The responsibility for maintenance or repair of this improvement is that of the owner/subsequent owner and not that of Leisure Village West Association.

1. All work to be performed in a neat workman-like manner in accordance with generally accepted Trade Practices. This installation shall comply with all laws, codes, regulations, and ordinances. Installers shall be protected by insurance relating to property damage, workers' compensation, and public liability.
2. A Permit with attached LVW Specification and drawing indicating the location of improvement is required before approval can be granted and work performed.
3. All workmanship and installation details of the Bathroom Exhaust Fan must comply with the terms of the PRODUCT WARRANTY.

NOTE: Replacement of the fan motor unit only (with or without light) and no change to the structure does not require a permit or licensed electrical contractor, unless the motor contains a heating element.

INSTALLER

Bathroom exhaust fan installation must be made by a licensed electrical contractor registered with the Division of Consumer Affairs. The Contractor shall furnish the Leisure Village West Association office with a current certificate of insurance before the resident can apply for a permit and before any work can begin.

When the installation is completed, the resident must notify the Architectural Committee volunteer (whose name and phone number are shown on the permit).

TERMS & CONDITIONS

Responsibility for the maintenance, repair, or replacement of this improvement is that of the unit owner or subsequent owner and not the LEISURE VILLAGE WEST ASSOCIATION.

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

SPECIFICATION NO. 7_11B

PERMIT REQUIRED

TRUSTEE APPROVED

Date:

**SPECIFICATION FOR INSTALLATION
OF BATHROOM EXHAUST FAN WITH ROOF EXHAUST
(SOLAR OR ELECTRIC)**

The Resident/Owner is responsible for obtaining a **Manchester Township Permit Required**.

A permit for this improvement must be obtained from the Leisure Village West Association, and installation must conform to the New Jersey Uniform Construction Code.

The responsibility for maintenance or repair of this improvement is that of the owner/subsequent owner and not that of Leisure Village West Association.

1. All work to be performed in a neat workman-like manner in accordance with generally accepted Trade Practices. This installation shall comply with all laws, codes, regulations, and ordinances. Installers shall be protected by insurance relating to property damage, workers' compensation, and public liability.
2. A Permit with attached LVW Specification and drawing indicating the location of improvement is required before approval can be granted and work performed.
3. The roof penetration is not to exceed twelve (12) inches above the roof surface.
4. All workmanship and installation details of the Bathroom Exhaust Fan must comply with the terms of the PRODUCT WARRANTY.
5. The unit owner is responsible for the repair or damage to the roof of the unit resulting from the installation of this improvement.
6. **The unit owner must sign a waiver, releasing Leisure Village West or its agents from damage caused during roof repair or replacement.**

NOTE: Replacement of the fan motor unit only (with or without light) and no change to the structure does not require a permit or licensed electrical contractor, unless the motor contains a heating element.

INSTALLER

Bathroom exhaust fan installation must be made by a licensed electrical contractor registered with the Division of Consumer Affairs. The Contractor shall furnish the Leisure Village West Association office with a current certificate of insurance before the resident can apply for a permit and before any work can begin.

When the installation is completed, the resident must notify the Architectural Committee volunteer (whose name and phone number are shown on the permit).

TERMS & CONDITIONS

Responsibility for the maintenance, repair, or replacement of this improvement is that of the unit owner or subsequent owner and not the LEISURE VILLAGE WEST ASSOCIATION.

LEISURE VILLAGE WEST ASSOCIATION
SOLAR DATA - FYE 9/30/26

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Total Inc/(Exp)	Annual Budget Inc/(Exp)	Variance YTD Under/(Over)	Avg \$/TREC Sales - this FY
WILLOW HALL - Lease dates 2021-2028																
GL 7020																
JCP&L Payments		(2,458.03)	(1,016.97)	(1,862.63)									(5,337.63)			
Lease Payments	(3,516.28)	(3,516.28)	(3,516.28)	(3,516.28)									(14,065.12)			
TREC Sales	1,672.00	3,496.00	3,344.00	2,736.00									11,248.00			
Subtotal	(1,844.28)	(2,478.31)	(1,189.25)	(2,642.91)									\$(8,154.75)	\$(38,000.00)	\$ 29,845.25	\$ 2,812.00
ENCORE - Lease dates 2019-2026																
GL 7030																
JCP&L Payments		(3,485.85)	(148.82)	(3,029.11)	(3,572.78)								(10,236.56)			
Lease Payments	(3,036.04)	(3,036.04)	(3,036.04)	(3,036.04)									(12,144.16)			
SREC Sales	2,932.50	2,070.00	1,725.00	1,035.00									7,762.50			
Subtotal	(3,589.39)	(1,114.86)	(4,340.15)	(5,573.82)									\$(14,618.22)	\$(31,100.00)	\$ 16,481.78	\$ 1,940.63
MAINTENANCE - Lease dates 2017-2024																
GL 7040																
JCP&L Payments		(431.54)	(896.79)	(1,848.09)									(3,341.96)			
Lease Payments																
SREC Sales	1,897.50	1,207.50	1,035.00	862.50									5,002.50			
Subtotal	1,465.96	1,042.56	138.21	(985.59)									\$(1,661.14)	\$(8,000.00)	\$ 9,661.14	\$ 1,250.63
ASSOCIATION - Lease dates 2019-2026																
GL 7050																
JCP&L Payments		(655.83)	(274.41)	(969.02)	(909.12)								(2,808.38)			
Lease Payments	(366.72)	(366.72)	(366.72)	(366.72)									(1,466.88)			
SREC Sales	345.00	345.00	172.50	172.50									1,035.00			
Subtotal	(677.55)	(296.13)	(1,163.24)	(1,103.34)									\$(3,240.26)	\$(9,200.00)	\$ 5,959.74	\$ 258.75
LEISURE FAIR - Lease dates 2021-2028																
GL 7060																
JCP&L Payments		(481.80)	(521.32)	(903.75)	(977.45)								(2,884.32)			
Lease Payments	(771.87)	(771.87)	(771.87)	(771.87)									(3,087.48)			
TREC Sales	152.00	760.00	608.00	608.00									2,128.00			
Subtotal	(1,101.67)	(533.19)	(1,067.62)	(1,141.32)									\$(3,843.80)	\$(8,800.00)	\$ 4,956.20	\$ 552.00
GRAND TOTAL	\$ (5,746.93)	\$ (3,379.93)	\$ (7,622.05)	\$ (11,446.98)	\$ -	\$ (28,195.89)	\$ (95,100.00)	\$ 66,904.11								

Budget for FYE 9/30/21 was \$113,200
 Budget for FYE 9/30/22 was \$80,400
 Budget for FYE 9/30/23 was \$73,000
 Budget for FYE 9/30/24 was \$76,700
 Budget for FYE 9/30/25 was \$76,700