

AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, SEPTEMBER 2, 2026, at 1:00 PM WILLOW HALL

Board Meetings are essential to the effective operation of the Association and maintaining an efficient and productive meeting environment is important. The rules for Public Comment and participation during the open business portion of Board meetings are as follows: Residents will be permitted to make comments or ask questions for up to three (3) minutes related to the agenda item currently being discussed or presented by the Board of Trustees. All participants are expected to remain civil and communicate respectfully, and personal attacks will not be permitted. To allow all residents an opportunity to participate and to maintain an orderly meeting, each resident will be limited to a maximum of two (2) appearances at the podium in total during the business portion of the meeting, regardless of the number of agenda items discussed.

- **PLEDGE OF ALLEGIANCE**
- **CALL TO ORDER**
- **ROLL CALL**

FIRST ORDER OF BUSINESS:

1. Reorganization of Officers
 - Official Report of the 2026 Trustee Election

ITEMS TO BE VOTED ON:

1. Motion to waive the reading of the minutes.
2. Motion to approve the August 5, 2026, Board of Trustees open meeting minutes.
3. Motion to approve purchasing two (2) Windstorm stand-on blowers from Richards Sales & Rentals for a total cost of \$26,656.24; tax included. The funds to meet this expense will be provided by account #3150 – Property Fund. The unaudited balance for this account as of 7/31/26 is \$1,393,371.83.
4. Motion to approve purchasing one (1) Scag turf storm XL stand-on spreader/sprayer (model STS60XL-23BV) from Richard Sales & Rentals for a total cost of \$17,999.00; plus, tax. The funds to meet this expense will be provided by account #3150 – Property Fund. The unaudited balance for this account as of 7/31/26 is \$1,393,371.83.
5. Motion to approve the purchase of the Vermeer 4-year/unlimited-hour extended warranty in the amount of \$5,405.00 plus applicable tax. The funds to mee this expense will be provided by account #3150 – Property Fund. The unaudited balance for this account as of 7/31/26 is \$1,393,371.83.
6. Motion to approve the revisions to Architectural Specification 4_6, "Electric Vehicle Charging Station."
7. Motion to approve the revisions to Architectural Specification 10_1, "Unit Owner Security Camera Installation."
8. Motion to approve the revisions to Architectural Specification 4_1, "Installation of Unit-Mounted Outdoor Lighting Including Motion-Detector and Fixed Spot or Flood Lights and Soffit Lighting."

PRESENTATION OF REPORTS:

I. COMMITTEE REPORTS

- Architectural Committee (Barbara Owens)
- Community Services Committee (Anne Niebergall)
- Finance Committee (Patricia Hansen)
- Administration Committee (Mary Rose McCarthy)

II. RECREATION REPORT

(Mary Lighthipe)

III. COMMUNITY MANAGER'S REPORT

(Tom Hasko)

IV. BOARD OF TRUSTEES REPORT

(Louis Maiocco)

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AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, SEPTEMBER 2, 2026, at 1:00 PM WILLOW HALL

UNFINISHED BUSINESS

1. Fines Policy

NEW BUSINESS

*The next open Board meeting will be held on Wednesday, October 7, 2026, at **7:00 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 address topics of interest to the community as a whole. Personal matters or maintenance concerns should be directed to the appropriate Department Manager and, if necessary, the Community Manager.
 - The Open Forum is not intended for debate or cross-examination of neighbors serving as Trustees.
 - This is an opportunity for residents to be heard; however, all participants are expected to remain civil, use respectful language, and refrain from personal attacks.
 - The Open Forum will be limited to one (1) hour but may conclude earlier if all residents wishing to speak have been heard.
 - Residents may make comments or ask questions and will be allowed up to three (3) minutes per appearance at the podium. If necessary, the Board of Trustees may respond for up to two (2) minutes, after which the resident may ask one (1) follow-up question for up to one (1) minute.
 - To provide all residents with an opportunity to participate and maintain an orderly meeting, each resident will be limited to a maximum of two (2) appearances at the podium in total during the Open Forum portion of the meeting.
 - If a resident is unable to attend the meeting in person to ask questions or provide comments, they may email the Board at bot@lvwa.net. Proxies will not be accepted. Emails received will be reviewed during a Board of Trustees workshop meeting. Topics and matters of village-wide interest may be addressed at a future Open Board of Trustees Meeting or included 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.

ROLL CALL:

PRESENT: Trustees:

- President: Louis Maiocco
- Vice President: Joy Carmody
- Treasurer: Samuel Carollo
- Secretary: Christina Basile
- Trustee: Steven Leslierandal
- Trustee: Ivan Gilbert (via Zoom Video)

- Community Manager: Tom Hasko

- Community Administrator: Samantha Bowker

- Association Counsel: Michael Polulak from Polulak Law, LLC

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

C. Basile moved to waive the reading of the meeting minutes. J. Carmody seconded the motion. The motion was put to a vote and carried unanimously.

C. Basile moved to approve the July 1, 2026, Board of Trustees open meeting minutes. S. Leslierandal seconded the motion. There being no discussion, the motion was put to a vote and carried unanimously.

C. Basile moved to approve the July 13, 2026, Board of Trustees special open meeting minutes. J. Carmody seconded the motion. *Clarification was provided that the July 13 policy modifications were intended to be considered and voted on as a whole. While the procedure was proper, the handout should have reflected the complete amended policy.* The Board proceeded with the vote and carried unanimously.

J. Carmody moved to contract with Universal Fitness for the annual maintenance of the Fitness Center. The funds to meet this expense will be provided by the operating budget. S. Leslierandal seconded the motion. There being no discussion, the motion was put to a vote and carried unanimously.

S. Carollo moved to approve the purchase of the required street sign hardware through Amazon.com in the amount of \$4,099.13, with installation to be performed by Leisure Village West maintenance staff and the purchase of concrete for mounting the signposts in the amount of \$1,719.82, for a total project cost of \$5,818.95. The funds to meet this expense will be provided by account #3230 – Capital Replacement/Common Buildings. S. Leslierandal seconded the motion. There being no discussion, the motion was put to a vote and carried unanimously.

S. Leslierandal moved to approve the three-year employment agreement between LVV Association and its current Community Manager, Thomas Hasko, in the form previously reviewed by the Board of Trustees. S. Carollo seconded the motion. *Residents questioned the three-year contract, citing its length, timing, and the upcoming Board election. The Board stated the matter had previously been presented, the contract included appropriate protection, and the Manager's performance supported moving forward.* The motion was put to a vote.

S. Leslierandal – Yes
I. Gilbert – Yes
C. Basile – Yes
S. Carollo – Yes
J. Carmody – No
L. Maiocco – Yes

The motion carried.

S. Leslierandal moved to approve the revisions to the policy regarding Open Houses with an amendment to clarify that the policy applies to owners who host their own open houses. C. Basile seconded the motion. There being no discussion, the motion was put to a vote and carried unanimously.

J. Carmody moved to approve the revisions to Architectural Specification 2_2, "Window Replacement." S. Leslierandal seconded the motion. There being no discussion, the motion was put to a vote and carried unanimously.

S. Carollo moved to adopt the operating budget, reserve funding and maintenance fee schedule for the FYE 9/30/27, as presented at the meeting on July 22, 2026. There being no discussion, the motion was put to a vote and carried unanimously.

PRESENTATION OF REPORTS:

I. COMMITTEE REPORTS:

- Barbara Owens, Chairperson, presented a report on behalf 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.
- Christina Basile, Trustee Liaison, stated there is no report for the Administration Committee.
 - *The Board approved Barbara Dibuono as a new member on the Welcome Committee.*

- II. M. Lighthipe, Recreation Director, presented a report on behalf of the Recreation Department, which includes a report on the July financials for the Bingo Club.

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

- Fall/Winter Preparation: Management is preparing for the upcoming fall and winter seasons by reviewing equipment needs and arranging for the rental of additional snow removal equipment.
- Grounds and Turf Program: Fall seeding will begin in the northern section of the community, with efforts focused on addressing as many of last year's problem areas as possible. Recommended equipment purchases outlined in the Ground's Manager's memos are intended to improve the efficiency and effectiveness of the turf maintenance program.
- Power Washing: Repairs to the power washer have been completed and the equipment is back in service. Managers have identified homes most in need of cleaning, as well as several common area buildings requiring attention. Beginning next year, Management plans to implement a rotating schedule to clean approximately half of the Village annually.

- **Emergency Response Communication:** Management is working to improve after-hours and weekend response communications through the gatehouse. Concerns regarding clarity and timeliness of emergency call procedures are being addressed, with the goal of ensuring that the on-duty manager is contacted and responds promptly.
- **Resident Meetings:** Tuesday evening resident meetings continue to be productive in identifying concerns and community needs.
- **Roofing Project:** The roofing project is progressing well, with 19 units completed to date, representing nearly one-quarter of the current project.
- **Management recommended the purchase of two (2) Windstorm Stand-On Blowers** to replace aging equipment and expand the Association's leaf removal capabilities in preparation for the upcoming fall season. The equipment will be used for leaf removal, curb and sidewalk cleaning, parking lot cleanup, and general debris removal throughout the community. Three quotations were obtained:

Vendor	Equipment	Price
Ocean County Equipment	Hurricane 993cc Vanguard	\$13,673.59 (Tax Included)
County Line Hardware	Hurricane 993cc Vanguard	\$13,328.13 (Tax Included)
Richards Sales & Rentals	Windstorm Stand-On Blower – 37 HP Briggs & Stratton Motor Includes Two-Year Warranty	\$13,328.12 (Tax Included)

Richards Sales & Rentals submitted the lowest qualified proposal.

Management recommended approval of the purchase of two (2) Windstorm Stand-On Blowers from Richards Sales & Rentals for a total cost of \$26,656.24, tax included, with funds to be provided from Account #3150 – Property Fund. The Board of Trustees will consider and vote on the proposed purchase at the next scheduled Open Board Meeting on September 2, 2026.

- **Management recommended the purchase of one (1) Scag Turf Storm XL Stand-On Spreader/Sprayer (Model STS60XL-23BV),** increasing the Association's fleet from two units to three. The additional equipment will support the expanded seeding and turf-restoration program, improve operational efficiency, and provide backup for the two existing units, which are scheduled for replacement in 2027. Three quotations were obtained:

Vendor	Equipment	Price
Ocean County Equipment	Z-Sprayer Max Spreader/ Sprayer	\$26,336.36 (Plus Tax)
Pantano Outdoor Supply	Z-Sprayer Max Spreader/ Sprayer	\$23,222.90 (Plus Tax)
Richards Sales & Rentals	Scag Turf Storm XL Stand-on Spreader/Sprayer Includes Two-Year Warranty	\$17,999.00 (Plus, Tax)

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- The Maintenance Department recommended the purchase of a 4-year/unlimited-hour extended warranty for the Association's newly purchased Vermeer stump grinder. The warranty, at a cost of \$5,405.00 plus applicable tax, includes planned maintenance at the 100-, 200-, 300-, 400-, and 500-hour intervals. Coverage includes filters, fluids, parts, labor, and one hour of diagnostic time. Management recommended approval of the Vermeer 4-Year/Unlimited-Hour Extended Warranty for \$5,405.00 plus applicable tax, to be funded from GL #3150 – Property Fund, to protect the Association's investment and reduce future repair and maintenance expenses. The Board of Trustees will consider and vote on the proposed purchase at the next scheduled Open Board Meeting on September 2, 2026.
- Stump report: an initial estimate of about 125 stumps in the community was revised to nearly 150 after further research. Approximately 100 stumps have been removed to date, and the crew is continuing efforts to clear the remaining stumps.

L. Maiocco reminded residents of the two-appearance, three-minute podium limit. A resident requested an update on the Route 70 Gate sign. Management reported that power outages and a surge damaged some components of the sign. Repairs are underway, and the sign is expected to be operational shortly. A resident challenged the podium appearance limit and attempted to raise additional questions regarding the roofing project and related documents. He was directed to address those matters after the meeting. Following continued disagreement over meeting procedures, the Chair called a recess at 8:10 p.m.

At 8:21 p.m. the meeting was called back to order and M. Polulak reminded residents that these are meetings of the Board of Trustees conducted in an open forum and explained that, while the Association provides an opportunity for resident comments, the Board is not required to allow public comment throughout the meeting and is subject to the procedures established by the Board.

Audience questions and comments continued regarding the Community Managers report: A resident requested engineered wood chips be installed at the dog park before fall. The Board advised that options are being reviewed for a long-term solution. Management reported that the community's vacuum truck is out of service due to a failed wire harness and that a replacement is being manufactured. Residents raised concerns regarding BrightView's landscaping services, including compliance with the contracted mowing schedule, quality of work, and invoicing. One resident requested that the Board review alleged discrepancies between services billed and performed and provide a written response. Additional concerns were expressed regarding inconsistent landscaping throughout the community, with residents urging the Board to inspect all areas and address ongoing service issues.

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

The Board reported that information regarding bird feeders has been received from Manchester Township and is under review. Existing bird feeders may remain in place at this time. The Board will work with a committee to develop a formal policy addressing permitted types and placement. Club and group officers were reminded to review and follow club rules and contact the Recreation Director with questions. Appreciation was extended to Ivan and Leslie Randall for three years of service to the community. Residents were reminded to observe speed limits, avoid tailgating, and comply with the six-foot leash requirement. Residents issuing visitor QR codes should provide guests with instructions and ensure expiration dates are accurate. The Board also reported that e-bike safety protocols and standards are being developed following attendance at an educational program for New Jersey HOA communities.

Audience questions and comments regarding the Board of Trustees report: Residents discussed several community concerns, including participation in developing the bird feeder policy, speeding and enforcement of the 25-mph limit, particularly for delivery vehicles, and maintenance conditions throughout the community. Concerns were also raised regarding roofing materials, rising maintenance costs, property values, and gutter cleaning in heavily wooded areas. The Board provided clarification regarding the use of remaining shingles from the prior roofing project, noting the resulting cost savings. Residents also suggested considering gutter guards and tree trimming to address recurring gutter issues.

UNFINISHED BUSINESS:

1. The Policy Resolution relating to Member Conduct was presented as attached to the agenda. The proposed Social Media Policy was withdrawn, with applicable language incorporated into Section 1(g) of the Member Conduct Policy. Counsel explained that the policy is intended to establish standards for addressing harassment, threats, abusive or discriminatory conduct and to fulfill the Association's obligations as a direct employer, while preserving members' rights to express opinions, concerns, criticism, and disagreement.

Audience discussion included concerns regarding the policy's scope, private or social media communications, free speech, due process, Board discretion in enforcement, and whether residents are similarly protected from inappropriate employee conduct. Counsel clarified that the policy regulates conduct rather than viewpoints and that criticism, negative opinions, persistent questioning, or disagreement alone would not constitute a violation. Counsel further noted that enforcement would depend on the circumstances and that employee personnel matters remain confidential.

After discussion, S. Leslierandal moved to approve the policy resolution relating to Member Conduct. J. Carmody seconded the motion. There being no discussion, the motion was put to a vote and carried unanimously.

2. S. Leslierandal moved to approve the policy resolution relating to Fines. S. Carollo seconded the motion.

Residents raised concerns regarding consistency with the Bylaws, fine amounts for first and subsequent violations, calculation of ongoing violations, formatting errors, and the types of violations subject to fines. The Board clarified that first violations are limited to \$50 under the Bylaws, while subsequent violations may be assessed at higher amounts within applicable statutory limits. The Board also explained that violations are generally addressed through a warning followed by fines for repeated noncompliance.

Following discussion, the Board agreed to revise the policy and present it again at the next meeting. J. Carmody moved to table the policy resolution relating to Fines. S. Leslierandal seconded the motion. The motion was put to a vote, and the Policy Resolution was tabled unanimously.

NEW BUSINESS:

1. The proposed revisions to Architectural Specification 4_6, "EV Charging Station," were presented. The revisions address the location and holder for the charging cable. The Board will consider and vote on the proposed revisions at the next scheduled Open Board Meeting on September 2, 2026.
2. The proposed revisions to Architectural Specification 10_1, "Unit Owner Security Camera Installation" were presented. The revisions include a quick guide and a waiver. The Board will consider and vote on the proposed revisions at the next scheduled Open Board Meeting on September 2, 2026.
3. The proposed revisions to Architectural Specification, "Installation of Unit-Mounted Outdoor Lighting Including Motion-Detector and Fixed Spot or Flood Lights and Soffit Lighting" were presented. This was updated to include soffit lighting and a waiver. The Board will consider and vote on the proposed revisions at the next scheduled Open Board Meeting on September 2, 2026.

L. Maiocco stated that the Annual Members Meeting will be held Monday, August 31, 2026, at 10:00 a.m. in the Willow Hall Auditorium. Members needing a replacement or split ballot were advised to contact the election vendor. Absentee ballots may also be deposited in the ballot box at the Association office during regular business hours. Polls will open at 10:00 a.m. for last-minute voting. Members voting in person must present proper identification showing their unit address. A quorum of 898 ballot envelopes is required. If quorum is achieved, ballots will be counted and election results announced; if quorum is not achieved, the meeting will be adjourned for 30 days. The Election Committee Chairperson, MaryAnn Koeppel clarified ballot instructions regarding voter identification and privacy. Members may obtain a solid blue privacy envelope from the Association office or follow the instructions provided with their ballot. Ballots must include the required address information to verify voter eligibility. Members were encouraged to return their ballots to help achieve quorum.

The next open Board meeting will be held on Wednesday, September 2, 2026, at 1:00 p.m. in the auditorium at Willow Hall.

There being no further business, the Board meeting adjourned at approximately 9:48 p.m.

Samantha Bowker,
Community Administrator

Christina Basile
Board Secretary

Approved: PENDING

Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of Trustees

From: James Waggner

Date: July 30, 2026

Re: Windstorm Stand-On Blowers

Management recommends the purchase of two (2) Windstorm Stand-On Blowers to replace aging equipment and expand the Association's leaf removal capabilities in preparation for the upcoming fall season.

The stand-on blowers will be used for leaf removal, curb and sidewalk cleaning, parking lot cleanup, and general debris removal throughout the community. These units will improve efficiency by allowing staff to complete large-scale cleanup operations more quickly than with handheld or walk-behind equipment, while reducing labor hours.

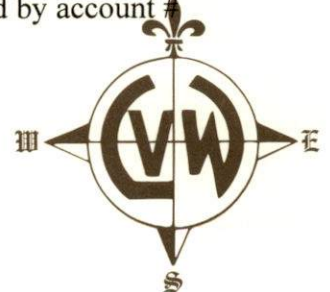
Three quotations were obtained for comparable equipment:

Vendor	Equipment	Price
Ocean County Equipment	Hurricane 993cc Vanguard	\$13,673.59 (Tax Included)
County Line Hardware	Hurricane 993cc Vanguard	\$13,328.13 (Tax Included)
Richards Sales & Rentals	Windstorm Stand-On Blower – 37 HP Briggs & Stratton Motor Includes Two-Year Warranty	\$13,328.12 (Tax Included)

Richards Sales & Rentals submitted the lowest qualified proposal and includes a two-year manufacturer's warranty.

Recommendation

Approve the purchase of two (2) Windstorm Stand-On Blowers from Richards Sales & Rentals for a total cost of \$26,656.24, tax included. The funds to meet this expense will be provided by account # 3150 – Property Fund.



Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of Trustees

From: James Waggner

Date: July 30, 2026

Re: Scag Turf Storm XL Stand-On Spreader/Sprayer (STS60XL-23BV)

Management recommends the purchase of one (1) Scag Turf Storm XL Stand-On Spreader/Sprayer (Model STS60XL-23BV), increasing the Association's fleet from two machines to three.

The two units currently in service are scheduled for replacement in 2027. Adding a third machine now will support this year's expanded seeding and turf-restoration program while providing essential backup if either of the older machines requires repair or becomes unavailable.

The additional stand-on applicator will improve operational efficiency by allowing staff to complete large-scale seeding, fertilizing, and turf-treatment work more quickly. It will also reduce labor hours, minimize downtime, and improve our ability to complete applications within the appropriate seasonal and weather-related windows.

For these reasons, Management recommends that the Board approve the purchase of one (1) Scag Turf Storm XL Stand-On Spreader/Sprayer.

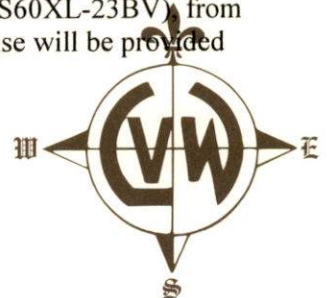
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Richards Sales & Rentals submitted the lowest qualified proposal and includes a two-year manufacturer's warranty.

Recommendation

Approve the purchase of one (1) Scag Turf Storm XL Stand-On Spreader/Sprayer (Model STS60XL-23BV) from Richards Sales & Rentals for a total cost of \$17,999.00 plus tax. The funds to meet this expense will be provided by account # 3150 – Property Fund.



Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of Trustees

From: James Waggoner

Date: July 30, 2026

Re: Vermeer Stump Grinder Extended Warranty

The Maintenance Department recommends the purchase of a 4-year / unlimited-hour extended warranty for the newly purchased Vermeer stump grinder.

Vendor	Description	Cost
Vermeer	4-Year / Unlimited-Hour Extended Warranty, including 100-, 200-, 300-, 400-, and 500-hour planned maintenance. Coverage includes filters, fluids, parts, labor, and one (1) hour of diagnostic time.	\$5,405.00 + applicable tax

Recommendation

Approve the purchase of the Vermeer 4-Year / Unlimited-Hour Extended Warranty in the amount of \$5,405.00 plus applicable tax, to be funded from GL 3150 – Property Fund, in order to protect the Association's investment, and reduce future repair and maintenance expenses.



LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

Know what's below.
Call before you dig. 
1-800-272-1000

SPECIFICATION NO. 4_6
LVW Permit Required
Board Approved: July 3, 2024
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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 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.
2. When not in use, the charging cable must can be stored inside outside the garage not outside on a cable charging holder in a location pre-approved by the Architectural Committee. A detachable cable may be stored in the garage.
- 2.3. Charger must be hardwired to prevent nuisance tripping and MUST be on a separate, dedicated circuit with the proper amperage

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

- 3.—The vehicle must be charged on the driveway, and the charging cable must NOT be located on the Village common property.

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: March 4, 2026

**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: _____

Resident Copy

MANCHESTER PERMIT REQUIRED
For wired electrical camera system

SPECIFICATION FOR UNIT OWNER SECURITY CAMERA INSTALLATION

WAIVER SIGNATURE REQUIRED

The following specification is derived from the Leisure Village West Association, Inc. Policy Resolution Relating to Privacy, which is intended to provide as much privacy as a member of a condominium Association may expect to maintain, when taking into consideration open records laws and modern technology. However, no policy can control or prevent all acts of malicious individuals, who may be intent on violating someone else's privacy. Please remain alert and report any suspicious activity to the police department and follow up with the Association office.

We must all acknowledge that we live in an unprecedented age of access to information and the ability to share it with the world. Nearly every person carries a smartphone that can take photographs, record video and audio, and edit the media directly on the device. That media can then be shared with the world in an instant through the internet and social media, and there is very little the Association can do to regulate the use of these items. These technologies change and advance daily. The Board of Trustees calls on all residents to treat each other with dignity and respect that goes beyond the letter of any law or policy on privacy. Treat others as you would like to be treated – or better!

SECURITY CAMERAS – QUICK GUIDE

- Request must come from the Unit Owner
- Locations preapproved by Association/Architectural Committee volunteer – only above doors and sides of end units and back of units with no door and installed on the trim (see "I" "G" below) – provide a diagram with locations marked
- Wireless preferred – if installing a wired system must have Manchester Permit and please see "I" "M" below
- Size – 5 in high, 5 in wide, and 5 inch extended
- View – no further than 25 feet from door but not into neighboring units
- Must sign a waiver
- Ring door bell – no permit required

Please read all information below to understand ALL the security camera responsibilities of the unit owner.

UNIT OWNER SECURITY CAMERAS

I. Unit Owner Security Camera Installation Specifications

Any unit owner wishing to install an exterior security camera, other than a doorbell camera, must submit a property modification form to the Association's property manager requesting approval of the proposed installation. No exterior security camera may be installed until written authorization is provided to the unit owner by the Association.

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

SPECIFICATION NO. 10 1

LVW Permit Required

Board Approved: July 1, 2020

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A.

- B.A. Work to be performed in a neat, workmanlike manner in accordance with generally accepted trade practices.
- C.B. All installations shall comply with all local laws, codes, regulations, and ordinances
- D.C. The electrical equipment shall be installed in accordance with the Manufacturer's Instructions.
- E.D. This installation requires a Manchester Township Electrical Bureau Inspection. A certificate of approval shall be submitted to the Leisure Village West Association.
- F.E. All responsibility for the maintenance or replacement of this improvement is that of the owner or subsequent owner and not the Leisure Village West Association
- G.F. Approved security cameras must be installed on the wood door frame/trim, directly over the subject door. If there is no wood frame/trim or if there is insufficient space on the wood frame/trim, then the camera may be installed directly onto the siding over the door. The uppermost part of the mounting base for any security camera installed directly on the siding shall be no more than six (6") inches above the top of the door.
- H.G. Exterior camera colors include black, white, and silver.
- I.H. Doorbell cameras, such as the "Ring" camera, do not require prior written authorization from the Association and are also permitted to be installed on the side wood frame/trim of doorways in a "typical" doorbell location.
- J.I. The exterior-mounted cameras may not exceed five (5") inches in size (5 inches high, 5 inches wide, and extending 5 inches from the mounting base).
- K.J. Wireless cameras are preferred. If a wired system is used, the wires must be completely concealed behind the trim/siding. Any installed wiring for an exterior security camera must be run directly into the home, without disturbing or running under the aluminum siding. No exterior conduit or piping is permitted for camera wiring.
- L.K. Any damage to a building caused by installation, maintenance, and/or repairs of the exterior-mounted security cameras shall be the owner's responsibility to repair. This includes any damage caused by water penetration.
- M.L. The Unit Owner shall be liable to restore the area to its original condition upon removal of any security camera system.
- N.M. The view of the security cameras may only be directed in front of the Unit and directly behind the Unit, and at an angle which extends the view no further than twenty-five (25) feet from the building.
- N. Under no circumstances may cameras be pointed into neighboring units in or any direction, which unreasonably invades neighboring residents' privacy.

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

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II. Use of Unit Owner Cameras and Video/Photographic Footage

- A. Unit owners are fully responsible for the use of any security camera installed at their home. This includes aiming the cameras, managing recording and storage, and addressing any other camera-related issues.
- B. The Association is not responsible for and will not monitor any person's use of his/her security camera and/or the footage recorded by such camera.
- C. If the Association's Board determines that a Unit Owner's security camera footage may be beneficial to the Association, the Association may require camera owners to preserve footage and provide a copy of any requested footage to the Association. Unit Owners shall be obligated to provide the requested footage to the Association. If the Unit Owner does not comply, the Association may seek judicial intervention. It shall be entitled to seek recovery of its attorneys' fees and costs incurred from the noncompliant Unit Owner.
- D. Before being permitted to install an exterior security camera, a unit owner shall be required to sign an acknowledgment of the rules and regulations governing their installation of a security camera, and that they are responsible for any misuse or violation of any laws regarding photography and videography.

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POLICY RESOLUTION
RELATING TO PRIVACY
ACKNOWLEDGMENT

I _____ the unit owner of _____ acknowledges the rules and regulations governing my installation of a security camera, and I further acknowledge that I am responsible for any misuse or the violation of any laws regarding photography and videography.

Unit Owner Signature

Date

Resident Copy

LEISURE VILLAGE WEST ASSOCIATION
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**INSTALLATION OF UNIT-MOUNTED OUTDOOR LIGHTING
INCLUDING MOTION-DETECTOR AND FIXED SPOT OR FLOOD LIGHTS
AND SOFFIT LIGHTING**

MANCHESTER PERMIT REQUIRED
For wired electrical lighting systems

No owner or occupant of a unit may make a change of this type that will alter the external appearance of the unit and require electrical wiring to penetrate the enclosure without obtaining an approved LVW Association Permit.

ALL RESPONSIBILITY FOR MAINTENANCE OR REPLACEMENT OF THIS IMPROVEMENT IS THAT OF THE UNIT OWNER AND NOT THE LEISURE VILLAGE WEST ASSOCIATION.

1. This specification covers lighting fixtures mounted anywhere under soffits or over garage entrances, patio doors, and unit corners, or in porches or porticos.
2. Motion-detector and fixed spot or flood light fixtures shall be approved for outdoor installation, mounted under soffits where possible, and shall not exceed a height of 8 feet above the foundation.
- 2.3. Soffit Lighting – recessed/canless 3-4 inch LED downlights – should be wet-rated fixtures and should be spaced 4 to 6 feet apart in the soffit and may be controlled by remotes or smart apps. The downlights must be pointed downward and capable of further shielding, if necessary, to avoid a disturbing glare when viewed from any neighboring unit. Bulb size must be the standard residential LED bulbs of 9 – 12 watts.
- 3.4. Installation is to be performed by a licensed electrician with insurance coverage registered with the LVW Association, and shall comply with local codes and ordinances.
- 4.5. All motion-detector and fixed or flood light fixtures shall be swiveling type to permit downward beam deflection, which illuminates only the subject unit walkway, driveway, or portico, and shall be capable of further shielding, if necessary, to avoid a disturbing glare when viewed from any neighboring unit. Maximum bulb size: **60 watts** or 820 lumens.
6. Motion detector units shall be adjustable for sensitivity and maintained at a setting that avoids triggering of the light by small animals or shadows from wind-driven branches of trees or bushes.
- 5.7. Only white lights allowed – NO colored and NO flashing or blinking lights.

A waiver must be signed by the resident/owner to cover any damage to the unit and/or soffit during installation or replacement.

Approved: December 16, 1992
Amended: August 4, 2021

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

SPECIFICATION NO. 4_1

LVW Permit Required

Board Approved: December 16, 1992

INSTALLATION OF UNIT-MOUNTED OUTDOOR LIGHTING
INCLUDING MOTION-DETECTOR AND FIXED SPOT OR FLOOD LIGHTS
AND SOFFIT LIGHTING

DISCLAIMER:

The unit owner must sign a waiver that neither Leisure Village West nor its agents are responsible for any damage to the unit caused the outdoor lighting (including motion-detector, fixed spot, flood lights, and soffit lighting).

Unit Owner Signature

Unit Address

Date:

RESIDENT COPY