



102 South Plymouth Court, Southampton NJ 08088-1376  
Phone 609-859-8001 caa@leisuretowne.org  
Fax 609-859-0195 www.leisuretowne.org

---

## BOARD OF TRUSTEES MINUTES OPEN BOARD MEETING January 28, 2020 11:00 AM Settlers Hall

**Members Present:** Bob Quinn, President  
Kevin Deminatus, Vice President  
Roger DeCillia, Treasurer  
Gail Griffith, Secretary  
Peg Foster, Assistant Secretary  
Larry O'Rourke, Assistant Treasurer

**Also Present:** Dawn Monetti, Community Manager Associa Mid-Atlantic  
Chris Hazleton, Recording Secretary  
Amy DeFillipo, Activities Director

### I. CALL TO ORDER

The meeting was called to order at 11:00 AM by Bob Quinn.

### II. INTRODUCTION OF THE BOARD and PLEDGE OF ALLEGIANCE

One minute of silence was observed for Jim Klein, Trustee, who died on this month.

### III. MINUTES

A motion to approve the October 22, 2019 minutes was made by Kevin Deminatus, seconded by Roger DeCillia, approved by all.

### IV. TRUSTEES' REPORTS and ANNOUNCEMENTS

- **Bob Quinn, President** – A reminder to attend the monthly Neighborhood Watch meetings, the Strategic Planning Group is looking at an action plan for the lakes, the door locks in Laurel Hall are being addressed with the Fire Marshall.
- **Kevin Deminatus, Vice President** – The installation of television at Laurel Hall was well received at the New Year's Dance. Call the Association Office if you are interested in attending the Indoor Tailgate Super Bowl event on Sunday.
- **Gail Griffith, Secretary** – no report
- **Peg Foster, ACC and Compliance** – no report
- **Roger DeCillia, Treasurer** – The November income exceeded budget by 36%, this was primarily due to a lump sum payment from Comcast \$112,750 and expenses in the budget by 5%. At the end of the month of November we are operating cash a \$548,406 and Reserve funds as \$3,428,189.
- **Larry O'Rourke, Assistant Treasurer** – In keeping with our commitment to transparency the following process is in place for the new budget. The budget preparation requires extensive planning and data collection, analysis and preparation for the presentation at the February Open Meeting. Dawn Monetti, Associa, Lynn Cortese and office staff, Roger and I are all involved. Once a working draft has been prepared the budget team will look at items that have not been looked at before. As a team we think that we can do better than before to make LeisureTowne run more efficiently.

## V. COMMUNITY MANAGER'S REPORT

- **Open Board Position February 2020 to June 2022** – the applications are available at the back of the room and in the February edition of the Trustees' Corner. The dead line is February 7, 2020.
- **Board of Trustees Annual Election** – Two open seats the application will appear in the March Trustees' Corner.
- **Renovations Settlers Hall** – Wallpaper has been removed, the carpet will be cleaned and walls painted once the new exterior door has been installed. Two of the billiards tables were sold thanks to Lynn Cortese, in our office, and we made some money on the sale.
- **Fitness Center** – Three new bikes have been purchased, in advance of the new center, to replace broken bikes, they are part of the new equipment.
- **Laurel Hall Pool House, Garage and Association Office** – The material have been chosen, and pending approval today, the contract will be awarded to National Contractors. Work on the siding and roofs will start as weather permits.
- **Association Office/Friendship/Settlers Parking Lot** –Pending approval today, the contract has been awarded to L.N. Rothberg and son, work will start in the spring as weather permits.
- **Lakes and Ponds** - The board met with Dan Rush of FWH, the Association's Engineering Firm to review the Lake Facilities Plan of Action. This report included a summary of recommendations after the evaluation of the eight lakes. This work will be completed in phases, which will take several years to complete and a course of action will be prepared in line with the 2020 budget. In the interim, Black Lagoon will continue to service the lakes to inhibit the growth of algae and lily pads. A maintenance program will be established to be completed on a monthly basis to assure the proper flow and depth of the lakes. Currently, the beaver population is in the process of being removed.

## VI. OLD BUSINESS

- None

## VII. NEW BUSINESS - MOTIONS

- **Rules and Regulations** – A motion was made by Larry O'Rourke, seconded by Kevin Deminatus, to approve the revised version of the LeisureTowne Rules & Regulations being presented at this Open Meeting. All approved.
- **Caola and Company** – A motion was made by Roger DeCillia, seconded by Larry O'Rourke to approve the proposal from Caola & Co. Inc., in the amount of \$3,039.88 for the purchase of two (2) exterior doors for the rear of Settlers that are rusted out. All approved.
- **Tri-County Services** - A motion was made by Roger DeCillia, seconded by Larry O'Rourke, to approve the purchase of a 8x40 Storage Trailer for the Maintenance Yard in the amount of \$2,700.00 from Tri County Services. All approved.
- **Well Formed Concrete** – A motion was made by Roger DeCillia, seconded by Larry O'Rourke, to approve the proposal from Well-Formed Concrete, Inc. in the amount of \$5,054.00. The work to be performed is concrete repairs at Friendship Hall & to install a concrete sidewalk outside the new exit doors of the former billiards room. All approved.
- **L.N. Rothberg and Son** – A motion was made by Roger DeCillia, seconded by Larry O', to accept the bid proposal from L.N. Rothberg & Son for the Settlers Hall parking area paving project. The project proposal is in the amount of \$70,956.15. All approved.
- **Gym Source** - A motion was made by Roger DeCillia, seconded by Larry O'Rourke, to approve the proposal from Gym Source in the amount of \$6,442.28 for the purchase of three (3) new fitness bikes. All approved.
- **B&C Tree Service** – A motion was made by Roger DeCillia, seconded by Larry O'Rourke, to approve the proposal from B & C Tree Service in the amount of \$4,584.88 for the removal of sixteen (16) trees in the common area. All approved.

## VIII. COMMENTS FROM THE FLOOR – *“For the Good of the Community”*

The following guidelines for the conducting of the open meeting comments portion of today’s meeting and meetings going forward. The intent is not to restrict anyone from voicing their opinions but to accomplish the following objectives:

- Provide a mechanism for the most productive manner for the Association members to convey their message.
- Maintain order and allow for whomever is speaking, to be heard.
- Allow for the meeting to start and end in a the prescribed, allotted, scheduled time.

### GUIDELINES

- The duration of the entire meeting will be limited to 90 minutes – 11:00 AM to 12:30 PM for day meetings and 7:00 PM to 8:30 PM for evening meetings. We will start and end on time.
- Speakers will be invited to speak first from the sign in sheet, in the order shown on the sheet, then the floor.
- Each speaker will be asked to keep their comments to a three-minute time frame.
- Comments surrounding individual matters of compliance, personal association business or matters concerning other Association member disputes should not be brought up, but rather addressed individually with the Community Manager or Association Office team.
- Association members may cede their speaking time to another member but total speaking time per member is limited to six minutes – matters requiring more time should be addressed directly with Board, formally or informally. The Board will then commit to providing feedback, status or a resolution at the next open meeting.
- In the event the open meeting becomes unruly or out of order, an attempt will be made to retain order, failing that, a motion will be made and the meeting will be closed.

### **Evie Doherty – 56 Stratford Road**

The meetings at night are better attended, how are you allowing for all of the questions? I am concerned. *Larry O’Rourke – these are guidelines not necessarily hard and fast rules. We have added more open meetings on each month except for November and December for holiday activities.*

Is the Financial Report for the last month in the office? *Dawn Monetti - Yes*

Evie Doherty - Comcast amount was large, Roger it is a one-time amount? The budget usually has \$40,000 per year. *Roger DeCillia – we will take a look at this.*

Evie Doherty – also, 9,000 income tax...take a look. Bob, in September I ask you about the by-laws. *Bob Quinn – we have just received the document and we are addressing it now.*

Evie Doherty – the board can change the Rules and Regulations at any time...I would like the grass cost charged by the Association to be reduced.

I just want to speak to the replacement on the Board. An appointment can be made, the Board does not need to use the election numbers. I think that it is smart to look at new people to interview.

**Doris Miller – 54 Newbury Drive**

You have mentioned that lakes are under review. What is being reviewed and when will this happen? *Dawn Monetti – The Board is still evaluating the report. I will have the Board answer that question. Bob Quinn – the report is extremely thick; I don't have a target date.*

Doris Miller– they are *always* under review – I have been here 22 years.

*Larry O'Rourke –The Board has asked FWH to compile information on all of the lakes and ballpark cost it is 1 million dollars to do everything. We will look and assign a priority, as well as break the cost into thirds and assign projects over 3 years. The commitment is that when we have the list it will be published and keep the project status updated for the residents.*

Doris Miller – 22 years ago the work would have been a lot cheaper

*Bob Quinn – We need to meet with government agencies, soil samples, title searches, dredged material disposal/disposition. We will publish the time line when available.*

**Bill Church – 46 Picardy Place**

There won't be a replacement until the election? In the covenants it states that you should keep a list. You have a list from the last election.

*Bob Quinn – We do have a list, but according to Radburn a vacancy can be filled by any procedure. This is not an election.*

Bill Church - Who breaks the tie? *Bob Quinn – we will run by Gregg Shivers Esq.; I don't think that I vote.*

**Joe Lajkowicz – 16 Devonshire Way**

What is the total cost to refurbish of the Settlers? *Bob Quinn – we don't have an estimate.*

*Dawn Monetti – We have a proposal, most of the work is by our Maintenance staff.*

Joe Lajkowicz- What about the cost of the Fitness Center? *Bob Quinn – Stop in the office for that information.* Joe Lajkowicz - I have looked at the number of gym usage...I can't prove it, but I think that they are suspicious.

**(Audience – we want to know now...not stop by the office)**

**Bob Moretti – 77 Mayfair Road**

Managing people is more difficult than managing a task. We can't keep butting heads; we need to work together...we need to control and back off attack mode. It is not productive; I have seen this time and time again. We can avoid the "us" versus "them". We deserve better, it is not only the members...the Board too. I watch the Board's body language, if you signed up to lead, then lead. You need to find to ways to tone down, this is a new year and a new decade.

**Maryann Scott – 7 Yorkshire Way**

I am not in favor of the gym. The equipment was old and we should not redo the new gym. You are catering to the gym users...not the card players...we have a kitchen, long tables and a place for our coats...and we have more people. You should require a doctor's release to use the gym, you do for water aerobics, I have heard that people wear flip flops - your insurance will go up – you need to have a release signed. Are you going help the elderly that play cards? As we are catering to the gym users – we would like an indoor swimming pool.

The parking lot a night is very dark you should consider more light.

**Maureen Sisco – 44 Chatham**

Regarding the Board vacancy. I don't think you change the process when you have an open seat and it is not that I am next. This should have been addressed before there was a vacancy. *Bob Quinn – In light of what is going on, we think that this was the best way.*

**Sylvia Teahan - 53 Dunstable Road**

My question is who gets to choose? *Bob Quinn –The Board.* Sylvia Teahan – No committee?

**Rocky Johnstone – 48 Dunstable Road**

According the by-laws – in the event of a death, the president shall call a meeting to appoint...how do you break a deadlock? There is nothing in the bylaws to break the tie. You need to amend the bylaws to address this issue. *Bob Quinn – We will ask the attorney.*

**Eric Herzlinger - 5 Maidstone Place**

Everyone’s Comcast price has gone up without any notice. Why do we get money from Comcast? *Bob Quinn – I asked that when they offered money. It seems like a non-compete. Fios says it is not possible to offer service as the cost of underground cabling is too expensive.* Eric Herzlinger – the money from Comcast should go to the subscribers. *Bob Quinn –That money goes to the budget to benefit all residents.*

**Kathy Laxner – 51 Westminster Drive**

According to the bylaws do we have a Nominating Committee?

*Bob Quinn – we do have a committee, but the government Radburn law at present is that that you didn’t need to have a Nominating Committee. We chose to go both ways – a committee and follow Radburn. We don’t have any candidate applications at the moment.*

**Carol DeCillia – 2 Thames Court**

I represent the tennis team. The tennis courts have dips and fill with water, and the maintenance department does a good job clearing but, is there anything in the budget to resurface. I don’t believe that this has been done is several years. And we now have big pickleball group using the courts as well. *Bob Quinn – we will look at it.*

**Irv Hurd –72 Warwick Way**

We talked about communication, do the board members have e-mail addresses?

*Bob Quinn – you can e-mail, call any member, the numbers are in the directory.*

*Larry O’Rourke – Easy way to remember the individual board member’s email address is; use their first initial, then last name at LeisureTowne.org. Mine is LORourke@LeisureTowne.org. Kevin Deminatus – the addresses are on the web site. Bob Quinn – comments and complaints directed to the office are logged for action. If you have not received an answer contact a Board member. Each board member has an area of interest as a liaison and we should be able to address your questions.*

*Bob Quinn – A letter was sent to the Board with a complaint wanted action taken, if they didn’t have a resolution to this complaint they were going to the newspapers and the township. The letter was unsigned...anonymous does not count. We respond to any complaint; you don’t need to threaten and unsigned letters are disregarded.*

**IX. MEETING SCHEDULE**

Open Board Meeting – February 25, 2020 at 7:00 PM in Laurel Hall

**X. ADJOURNMENT**

A motion to adjourn the meeting was made by Kevin Deminatus, seconded by Larr O’Rourke at 12:02 PM.

---

Gail Griffith, Secretary  
January 28, 2020