

**Minutes of the Shadow Lake Village Workshop Meeting
November 8, 2007**

Call to order 9:00 am

Roll Call:



Trustees:

- David Anderson
- Margaret Mary Bambury (excused)
- Kevin Byrne
- John Herbert (excused)
- Roger Nicholson
- Peter Sgaramella
- Cathleen Sullivan
- Angela Vullo
- Anna Yurko

Resident Attendance:



FINAL COPY WILL INCLUDE ATTENDANCE

Review of Minutes:

A review of the minutes for the October 16, 2007 Budget Mtg., October 18, 2007 Workshop Mtg., October 25, 2007 Business Mtg. and October 25, 2007 Executive Session was completed. They will be prepared for acceptance at the November 15, 2007 Business Meeting.

Action Items Update:

- Roger Nicholson added extermination plan analysis to be completed by Mary D'ime
- Roger Nicholson added work order process analysis to be completed by Mary D'ime
- Roger Nicholson added roof replacement project to be completed by Mary D'ime

Correspondence:

- Dave Anderson reviewed a letter from a resident who suggested implementing an ad hoc group to develop performance standards and measurements pending awarding future management contracts.

Unfinished Business:

- Roofing Update – Will discuss later in the meeting.
- Gutter Repair/Replacement – The Board reviewed a proposal from Gutter Master to repair/replace gutters on several buildings. Roger Nicholson pointed out that Mary can approve this expenditure as it is within budget.
- Verizon Fiber Optic Update – Cathleen Sullivan advised that installation is ongoing. Verizon will be supplying Mary with a list of addresses that are currently complete. There will be a make up date after Thanksgiving for those who were unable to be home during the first round of installation. Cathleen thanked the Condo Reps for all their help informing the residents and house sitting.
- Garage Inspection Report – Angela Vullo advised that garage inspections are complete. 87 garages were inspected. The Safety Committee has suggested that in the future the Village be divided into 4 quadrants with one section inspected every 2 years. Roger suggested that the Safety Committee come up with a plan on what sections will be done what years.
- Red Bank Regional Pasta Dinner – Cathleen Sullivan reported that 36 tickets were sold thus far.
- Western Reach Paving – Mary D'ime advised that she has spoken to the foreman from Lucas Brothers and the paving is being scheduled for the following Tuesday and Wednesday. Loori Bus will have a shuttle running throughout those 2 days looping to assist residents in getting to their cars or the Clubhouse. Mary has a detailed flyer that will be handed out door to door and a resident alert will go out the day before paving begins.

New Business:

- Fence Proposals – The Board reviewed proposals to replace the fence at the main entrance and the Clubhouse back kitchen area. This item was tabled as John backed money out of the fencing line item. Mary will discuss this item with John.

- Photo Shoot – Angela Vullo introduced Judy Sillen who is a location scout for Allencrest Locations. Judy spoke about the possibility of the Village being used for photo shoots. There is a stipend paid for the use of the property and proof of insurance is provided. A motion to allow Allencrest Locations to use the property will be made at the November 15, 2007 Business Meeting.

Trustee Reports:

- Kevin Byrne questioned if Mary will be discussing concrete work.
- Peter Sgaramella asked Mary if Shauger is done working and has all their equipment out of the Village. Mary advised that Shauger completed the concrete replacement and their equipment is out of the Village. Mary, Mike and Perry from Falcon Engineering will do a final walkthrough before the project is signed off on and payment is made.
- Cathleen Sullivan advised that Flu Shots will be given in the Ballroom on November 9th from 1 to 4.
- Cathleen Sullivan advised that Riverview will be hosting a program for the residents about PVD on November 30th at 1pm. The doctor will be available to do around 20 screenings after the program.
- Roger Nicholson advised that he has updated the Replacement Plan funding schedule.
- Angela Vullo advised that the A.C.C. is working on revising the Property Modification Guidelines and will present them to the Board once revisions are complete.
- Mary D’ime advised that Balanikas is painting with the new colors on Andover Court and new lighter color is not covering in one coat. Balanikas has been asked to stop working until further notice. Mary questioned if the Board would prefer a new darker color or a second coat of the lighter color. The Board requested that the A.C.C. investigate new colors that will cover in one coat.
- Dave Anderson feels that the Board should contact a higher authority about the JCP&L lights that have been out on Western Reach for over 2 months.
- Dave Anderson questioned if Mary has met with the new Security Captain and if Security is still doing the button tour. Mary advised that she has met with Captain Jeff White several times and they are doing the button tour as outlined in the post orders.
- Dave Anderson questioned if we install a ramp at the front entrance of the Clubhouse where the step drops. Mary advised that she put a work order in to have the step painted to make it more visible.

- The Board discussed the remaining 4 roofing contractors using the letters A, B, C, D. Anna Yurko noted that A & B have a fixed fee for the performance bond and C & D use a percentage of the project cost. Anna questioned if this is indicative of their past performance. The Board decided that it was now between B and D. Roger Nicholson recommended setting funding for phase 1 of the roof project not to exceed \$800,000.00 including Falcon Engineering's fees.

There being no other business, a motion was made, seconded, and unanimously approved to adjourn the meeting at 11:35 am

Respectfully submitted,

Jennifer Allen
Community Manager

Cathleen Sullivan
Board Secretary