

SPRINGFIELD PARK PLACE  
CONDOMINIUM ASSOCIATION,  
INC.  
SPP Executive Meeting

SPP Clubhouse  
September 18 2024 – 5:00 PM



# SPRINGFIELD PARK PLACE CONDOMINIUM ASSOCIATION, INC.

## SPP Executive Meeting

September 18, 2024 5:00 PM  
SPP Clubhouse  
2308 Park Place  
Springfield, NJ 07081

### MINUTES

#### Directors Present

Vincent Gilstrap - Secretary  
Michelle Harkavy - Vice President  
Deborah Rosenthal - Director  
Mark Stanziale - President

#### Additional Attendees

Maria Lopez Property Manager  
Jeff Diehl Project Manager

#### Directors Absent

Edward Marhefka - Treasurer

## I. AGENDA

### A. APPROVAL OF JUNE 19 OPEN MINUTES

Minutes were unanimously approved by present Board members.

## II. FINANCIALS

### A. MARK TO READ FINANCIAL REPORT FOR ED

- *The finances of the community are in excellent condition*
- *High rate of owners submitting monthly fees on time with only a couple of units in arrears*
- *Through 8 months we are on or near our anticipated budget numbers with the major exception of snow removal where we are anticipating a positive variance of approx. \$50,000 through the YE (weather conditions permitting).*
- *All major capital improvement projects (decks, roofs) have been completed as budgeted with the last spend for cement work in process.*
- *We did have a couple of un-budgeted projects that have or are in the process of being completed. The major ones dealt with roof repairs, drainage and irrigation as well as electrical work at the pool to meet code and safety standards. These totaled around \$48k (which we will formally approve).*
- *Overall, factoring in both budgeted and unbudgeted items, YTD the finances of the SPP community are in solid order as we prepare for YE budgeting for 2025.*

*Respectfully, Edward Marhefka, Treasurer (as reported by Mark in Ed's absence)*

The following expenses were approved:

1. National Roof Repairs total \$11,355.58
2. BDL-Removal of Evergreens behind 1209 and 1210 total \$1,572.72

3. BDL- Plum tree relocated near units 606 and 607 total \$213.25
4. BDL- Cut and remove dead pine trees behind the 2300 buildings total-\$1740.65
5. BDL- Spring dead tree removals total \$1252.84
6. BDL- Remove dead limbs after storm behind 700 buildings total \$250.51
7. BDL- Railings units 3314 and 3501 total \$3,322.50
8. BDL-Irrigation repairs total \$12,993.57
9. Top Line Electric-Repair electrical deficiencies in pool room Total \$5427.21
10. Union Alarmtronic- 6 gate arms and 3 light strips Total \$3961.12
11. BDL 1503 and 1504 Drainage- \$19,850
12. New Truck-\$33,390.90

**Total-\$94,50290**

**Motion:** Vincent Gilstrap

**Second:** Mark Stanziale

**AYEs:** Vincent Gilstrap, Michelle Harkavy, Deborah Rosenthal, Mark Stanziale

**NAYs:** None

▶ **Resolved**  
*The motion passed*

### III. LEGAL

#### A. COLLECTION REPORT

Collected \$12 K from Campbell.

#### B. FISHER

The Board decided not to contest the sale and allow it to proceed.

**Motion:** Michelle Harkavy

**Second:** Vincent Gilstrap

**AYEs:** Vincent Gilstrap, Michelle Harkavy, Mark Stanziale

**NAYs:** None

**Abstained:** Deborah Rosenthal

▶ **Resolved**  
*The motion passed*

#### C. ARREARS REPORT

### IV. MANAGEMENT REPORT

#### A. LEASES

#### B. DRYER VENT AND CHIMNEY CLEANING

#### C. SITE INSPECTIONS- IN PROGRESS

### V. NEW BUSINESS:

#### A. TRASH REMOVAL CONTRACT FROM GRAND AND PROPOSAL WITH WESTFIELD

Board met with Anthony from Westfield Disposal. This was just a meet and greet. Tabled. Grand's contract is in review with legal.

#### B. CARMONA POOL CONTRACT

Carmona's contract was unanimously approved by all present Board members.

**Motion:** Mark Stanziale

**Second:** Vincent Gilstrap

**AYEs:** Vincent Gilstrap, Michelle Harkavy, Deborah Rosenthal, Mark Stanziale

NAYs: None

▶ *Resolved*  
*The motion passed*

**C. OLD TRUCK**

In Negotiation with Union Alarmtronic.

**D. VOTE ON DOG RESOLUTION**

Tabled. Michelle to work with Maria on this.

**E. DRX- DRYER VENT**

Tabled until further discussion.

**F. HALLOWEEN EVENT 2024**

The Board discussed. October 27. Bonfire, hot chocolate, roasted marshmallows., apple cider, Dunkin Donuts. Talk to BDL about getting hay. Deborah to do the parade and custom contest. Budget \$250 for gift cards.

**G. 1503 AND 1504 DRAINAGE**

Board members present approved proposal unanimously.

**Motion:** Michelle Harkavy

**Second:** None

**AYEs:** Vincent Gilstrap, Michelle Harkavy, Deborah Rosenthal, Mark Stanziale

**NAYs:** None

▶ *Resolved*  
*The motion passed*

**H. AUDITED FINANCIALS**

Board confirmed receipt.

**VI. OLD BUSINESS**

**VII. ADJOURNMENT**

Meeting adjourned at 6:45 pm.

**Motion:** Vincent Gilstrap

**Second:** None

**AYEs:** Vincent Gilstrap, Michelle Harkavy, Deborah Rosenthal, Mark Stanziale

**NAYs:** None

▶ *Resolved*  
*The motion passed*

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APPROVED

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DATE