

**Whittingham Homeowners Association  
Open Workshop Meeting  
Monday, November 10, 2025 at 6:30 PM  
Towne Centre Ballroom and Zoom**

**I. Call to Order**

**6:30pm**

**II. Pledge of Allegiance**

**III. Roll Call**

- Whittingham HOA Board of Trustees
  - Jay Respler, Vice President, Bob Brown, Secretary, Kathy DeDonno, Treasurer, Joe Atanasio, Trustee, Cathy Clarken-Gleason, Trustee, Jeff Simonsen, Trustee
  - Absent: Tom Clark, President
- Management
  - Matt Lubas, General Manager, Suzie Weingartner, Property Manager, Kristin Puriza, Director of Lifestyles and Facilities

**IV. Management Report (Matt Lubas)**

- The front multipurpose room was painted on Friday and the trim was also replaced. Towne Centre Committee picked out the colors.
- Our concrete project in Whittingham is finally done. They finished that up last week.
- The lower roof on 52A Rutland was replaced last week.
- Our Whittingham gutter cleaning is scheduled for December 1<sup>st</sup>. We pushed it back a little bit because we want to make sure all the leaves fall off trees.
- Our irrigation system is winterized and off for the season.
- The fence project in Whittingham is rolling. As of this morning, they were at Winthrop at building 47 and 49. We are going to keep going as long as we can, but we are going to shut them down in December with the holidays.
- In Whittingham, we had a chimney fire in one of the units. We don't have the official report from the fire inspector yet. We are working with our insurance company, brokers and adjusters have been coming in.

**V. Recreation Report (Kristin Puriza)**

- Tonight is the deadline to purchase tickets to our Brunch with entertainment by Barry Jason on Sunday, November 16<sup>th</sup>.
- On Wednesday, November 19<sup>th</sup> at 1pm in The Ballroom we have Sgt. Joseph Belardo and US Marine, Walter Kaczmarek doing a presentation that gives the viewer a true account of the Vietnam soldier's experience.
- We have two movies scheduled for November at 1PM in The AC/Dance Room. November 22<sup>nd</sup> – About My Father and November 30<sup>th</sup> – Vacation.
- December 3<sup>rd</sup> and December 25<sup>th</sup> bus trips to Resorts in Atlantic City are both on sale now with The Concierge.
- We have few seats left on our bus trip to New York on December 17<sup>th</sup> to see Chess, the musical.
- New Year's Eve is on sale now – see the flyer for details.

**VI. Review of the October 20, 2025 Open Workshop Meeting Minutes**

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**VII. New Business**

- 2026 Indoor & Outdoor Pool contract with Millennial Pool Management for a cost of \$228,000 with options for 2027 and 2028
  - Kathy DeDonno - We have a new vendor for the indoor/outdoor pool contract. We chose this vendor out of a package of 6 proposals. We have a Board Committee of three individuals who reviewed all proposals and met with some vendors to discuss. We are going with this Company Millennial Pool Management.
  - Joe Atanasio – Our Pool Management Selection Committee was Bob Brown, Myself, Cathy and Matt. We interviewed the representative Millennial Pool Management LLC. We were quite impressed with their presentation. The company was started in 2019 and have grown considerably. The pools they service are in HOAs, active adult communities including Clearbrook, golf and country clubs and apartment complexes in 8 states and including Harrah's Hotel and Casino in Atlantic City. Their staffing will always be 3 lifeguards at the outdoor pool including 1 lead lifeguard who will be consistent to this property. One lifeguard will be assigned to the indoor pool during the hours of operations. Lifeguards will be assigned to the indoor pool during inclement weather. A pool gate monitor will be included in the 3 outdoor guards to view ID, monitor sign in and check in guests. Overlapping shifts so they can take breaks as they rotate. Lifeguards will be on site 30 minutes prior to opening. They have an app on their phone which is basically GPS tracked. They can't sign in unless they are on the property. A backup lifeguard will be on site within 30 minutes in the event of a call out. Lifeguards, technicians and Manager are local to Monroe. Lifeguard assessment will be performed twice a week. Millennial will create a playbook specific to Greenbriar.
- Whittingham Fall Planting proposal from LMS for a cost of \$9,705.91 including tax for various shrub & tree replacements throughout the community
  - Kathy DeDonno – A lot of aged vegetation that needed to be replaced. We have been doing that on the WHOA side and common areas.
- 1A Chadwick Chimney Housing replacement proposal from Biondo Contracting for a cost of \$6,875.00.
  - Matt Lubas – It looks like this roof was replaced already in 2022. I can't answer why some of the housings were not replaced at that time as I was not here. But it needs to get done as it looks like it's going to fall over.

**VIII. Financial Update (Kathy DeDonno)**

- Financial Reports
  - We received September's financials. We are meeting with Budget and Finance on Thursday, November 13<sup>th</sup>. At that meeting, we are going to finalize our 2026 budget and maintenance increases. There will be increases. They are tied predominately to things that are out of our control. Insurance has gone up this year, 2026, rather significantly. Our Capital Reserve contributions, all dictated or mandated by New Jersey State Law.

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**IX. Old Business**

- Update on the Restaurant
  - Kathy DeDonno – Tom has met with the individual, Todd Wurtzel. There are still a lot of things that need to be worked out. We are meeting with the attorney tomorrow and he will have more information at the next meeting.

**X. Open Forum**

**XI. Adjournment – 7:01PM**