

## MARYLAND MUTUAL NO. TEN

*The Kelmscot Village Tidings***Important****Phone Numbers**

- LW Administration:  
(301) 598-1000
- LW Security:  
(301) 598-1355
- Main Gate:  
(301) 598-1044
- Comcast:  
1-855-638-2855

**Board of Directors**

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**MUTUAL WEBSITE**  
[www.lwm10.com](http://www.lwm10.com)

December 2016

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**FROM THE PRESIDENT**

By: Dora Pugliese  
301-598-0265  
dorapugliese1@verizon.net

**President's Message:****Dora Pugliese**

Another year is coming to an end. Mutual 10 is well known to be a Mutual that is skillfully managed and houses for sale are sold within a couple of weeks. I would like to thank our Board of Directors for all they do as well as all of our residents who keep their houses in excellent shape.

With Christmas coming and trees in our homes, this is a reminder to make sure your lights are newer than 10 years old. If you put up a live tree, provide at least a gallon of water for it to soak in on a continuous basis. Pines in particular catch fire very quickly. Everyone should have a fire extinguisher close by – the kitchen is the best place to store one but not inside of cabinets. Have it on a countertop where it can be reached easily.

If your water heater is older than 10 years it may be time to replace it before it springs

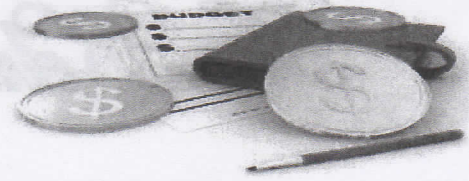
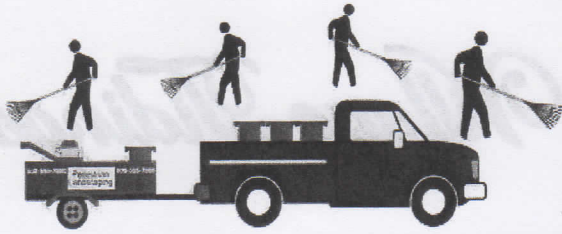
a leak – it happens often when this old. Before you go away on vacation, turn off the water supply; lower your thermostat to 55 degrees; stop mail and newspaper delivery; unplug your TV and small appliances; put your lights on a timer; make sure the Leisure World security department has a key that works; give a trusted neighbor a key and a phone # where you can be reached, and have them check for packages that might be left on your porch or patio. If you have 2 cars, park one in your neighbor's driveway.

A list of snow-shovelers for your patio is provided for you in this Tidings. Before you hire them, ask about their prices since they are private contractors. Do not pay until the job is completed.

If in need of transportation, Holiday Park Senior Center on Ferrara Drive has transportation available Monday through Friday for LW residents. For reservations call Robin at 301-255-4214 and leave your name and telephone number.

Have a great holiday season and good health to all for 2017.

Dora Pugliese  
(301) 598-0265



## Landscaping Report

*By Dora Pugliese*

The strong winds we had lately brought down a lot of leaves but most of the trees are still pretty full. We'll wait until the end of December to schedule our second gutter cleaning for all of our homes.

I buy wheat cat litter because it's supposed to be better for the environment. It comes in a very heavy plastic bag and I store it in the garage. Imagine my surprise when I found some mouse droppings in the bag. The mice chewed a hole in the bag and had a good dinner. I put my trusty glue trap against the wall next to the trash can and the next day caught two mice. Just for precaution, put some of these traps in your garage.

If you haven't winterized your outside faucets, do it now before a hard freeze.

If your mums are finished blooming, cut them down and mulch them. They will come back next year. Your roses can wait until next March. If you have potted plants on your patio, you can use leaves for mulch. It is free and works well.

If you rake your own leaves, which I would not recommend since McFall & Berry has a mulching lawnmower, do not leave them in a pile – the grounds people won't pick it up and it will damage the grass. The leaves you rake yourself, have to be put in a bag which you can buy at Home Depot.

Christmas trees will be picked up on Mondays and Thursdays but you have to call the Grounds Department to let them know you have one for pick-up... 301-598-1314.

Dora Pugliese  
(301) 598-0265

## Treasurer's Report

*By Janet Martin*

Our finances through October, 2016 are as follows:

Income \$ 1,036,982

Expenses \$ 1,002,577

Excess \$ 34,405

Variance over Budget \$46,761

Reserve Balance 10/31/16  
\$ 558,721

Once again, we had a very positive month in October. I anticipate we will end the year with a substantial positive variance. These excess funds will, if approved by the board, be transferred into our reserve accounts. Bottom line is that the excess holds down increases in our condo fees. That's a very good thing.

It's that time of year again. Dan & I send our very best wishes to you and yours for a happy, healthy holiday season.

As always, please feel free to call me at any time if you have a question about our finances. I can be reached at 240-669-8954 or via e-mail at [janetmartin@earthlink.net](mailto:janetmartin@earthlink.net)

Janet Martin  
(240) 669-8954



**Blind Spot Car Mirrors**

*By Paul Eisenhaur*

*Blind Spot Mirrors Can Help Safe Driving:*

These small convex shaped mirrors that attach to your car's side mirror can be glanced at just to see any object that is to the side of the car. Side view mirrors can't completely show the side view.

This is when looking over to the side has to be done while taking our eyes off the road for an instant. But this little mirror allows just a quick glance while minimizing turning around for a complete view.

These Blind Spot Mirrors can be purchased at retail stores such as; Kmart, Home Depot, Amazon, and Hardware Automotive Stores for \$5-\$10.

Paul Eisenhaur  
(301) 460-5588



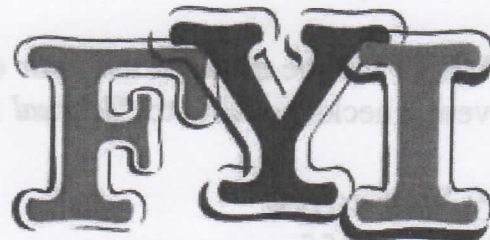
**Airport Shuttle Bus Services**

*ICC to BWI Airport Shuttle Bus Being Threatened:*

The Airport shuttle bus schedule from ICC Park 'n Ride to BWI is facing drastic service reductions starting March 1, 2017. The changes would involve cutting mid-day, weekend, and holiday service. Though final decisions haven't been made, they are very possible.

This bus line is operated by the Maryland Transit Agency and not Leisure World of Maryland so this is not a service our community controls, although public comments will be accepted via mail at [commuterbus@mta.maryland.gov](mailto:commuterbus@mta.maryland.gov) with the subject line being "Written Testimony."

Budget and ridership reasons are fueling this likely action.



• FOR YOUR INFORMATION •



**Mutual 10 Potluck Dinner**

***By Dotty VanScoyoc***

Friday, December 9, 2016

Activities Room– Clubhouse II

Time: 5:00PM

Cost: \$3.00 per person if bringing a dish

Cost: \$10.00 per person, if not bringing a dish

- Please bring a dish large enough for 8 people and in one of the following categories:

- Casserole (Hot or Cold)
- Vegetables
- Salad or Dessert

The cost will cover paper goods, silverware and beverages (soft drinks, coffee, tea and water)

**PAYMENT** will be made at the door of the event, checks payable to **“Mutual 10”**

Dotty VanScoyoc  
(240) 669-4955

**Save  
the  
Date**



**NEXT BOARD MEETING :**

Mutual 10 Board Meeting will be held on January 26, 2016, in the Sullivan Room of the Administration Building at 9:30 AM. As always, we encourage all residents to attend.

**From Mutual 10**

Merry Christmas  
Happy Hanukkah  
Happy Kwanzaa  
to you all!

## REGISTERED SNOW SHOVELERS FOR 2016-2017 SEASON

NAME	PHONE	IDENTIFICATION
Freddy Alvarez	301-395-0028 or 301-366-8684	Yellow Badge #1
Jose Caza	240-398-1175	Yellow Badge #2
Felipe Luna	240-702-7032 or 240-643-7173	Yellow Badge #3
Melvin Hernandez	240-380-4574 or 240-277-7664	Yellow Badge #4
Jonathan Valencia	786-301-3445	Yellow Badge #5
Victor Cordova	240-204-2896 or 240-643-1665	Yellow Badge #6
Ariel Mercado	240-780-6052 or 301-529-6186	Yellow Badge #7
Emily Ramsey	301-526-6995	Yellow Badge #8
Norma Itati Torres	301-351-0956 or 301-395-0028	Yellow Badge #9
Sean McDermitt	301-922-0150 or 301-366-3121	Yellow Badge #10
Charles Levia	301-388-6583	Yellow Badge #11
Joel Calderon	240-483-7246 or 240-418-3474	Yellow Badge #12
Daniel Wojtowicz	240-644-9263	Yellow Badge #13

Please keep in mind that there is no set pricing for services rendered. Inquire as to pricing prior and pay only upon completion of the job. Feel free to contact 301-598-1314 or 301-598-1355 during business hours with any questions or concerns. During non-business hours contact 301-598-1044 with any questions or concerns.

\* This list is maintained and updated by both the Leisure World Security and Transportation Department and the Grounds Department. The Security & Transportation Department can be reached at 301-598-1355 and the Grounds Department can be reached at 301-598-1314.

## E-RATING CHANGE REQUEST FORM INSTRUCTIONS

If you have a computer, google Leisure World of MD, click on E-Rating Change Request Form on the left under Alerts and Notices. Click on View E-Rating Change Request Form.

### STEP 1

The Applicant fills in Sections 1 and 2 of e-Rating Change Request Form (Attachment 1)

If Applicant is a unit owner and the Mutual's governing documents require mutual approval for the type of requested change (e.g., addition of Florida room, bonus room, atrium enclosure, etc.), the Applicant must obtain the Mutual's approval for requested changes prior to submitting the e-Rating Change Request Form. The Mutual Board approval (signed Application for Building Modification (ABM)) must be attached to the e-Rating Change Request Form.

### STEP 2

Upon completion of the work, Applicant fills in Section 3 of the e-Rating Change Request Form (Attachment 1) providing the Required Information for the associated Building Modification Type identified in Attachment 2. Information can be obtained from:

- contractor (e.g., contract work descriptions)
- product data (e.g., Heat Pump and Refrigeration Institute certificate, window U factor stickers)
- item examination (e.g., window measurements)
- an approved ABM can be used when the Required Information is contained within

In the event of insufficient information, default values may be used in computations for processing the request.

### STEP 3

The Applicant and an Authorized Mutual Representative provide verification of completed work by signing Section 4 of the e-Rating Change Request Form (Attachment 1).

### STEP 4

Applicant submits completed e-Rating Change Request Form and any supporting documents to:

**Physical Properties Division**

**Re: e-Rating Change Request**

**3301 N. Leisure World Blvd.**

**Silver Spring, MD 20906**

The Physical Properties Division (PPD) determines the e-Rating changes in accordance with established guidelines and distributes the results to the Applicant, Mutual and the Leisure World of Maryland Corporation Accounting Department. In the event of insufficient information, computations may use default values for processing the request. All e-Rating changes submitted by September 1, 2016 and approved by PPD by September 30<sup>th</sup>, will be transmitted to the Accounting Department in order for the change to take effect with the next year's Master Meter electricity billing cycle.

### ATTACHMENTS

Leisure World of Maryland E-Rating Change Request Form

List of Building Modifications Affecting E-Rating Changes

## Master Metered Mutual Energy Update

As a follow-up to the discussion at the Board meeting on September 13, 2016, regarding whether or not we get individual adjustments to our condo fee for putting in new windows, below is information received from Mr. Tim Coursen, CPM Vice President, Assistant General Manager for Community Management, Leisure World of Maryland Corporation. Even though individuals in Mutual 19A do not get individual adjustments (the Mutual does). We hope residents will continue to replace their 40-year old windows, both for their own comfort and to help lower our energy costs. On the following pages you'll find the forms to submit when you replace windows or patio doors.

“Essentially what I relayed at your meeting was generally correct for most of the Master Metered Mutuals. Mutual 19A has a slightly different interpretation.....

We do track energy saving upgrades if submitted. The recording is unit-specific. The E-Rating system is modified to acknowledge the adjustment and the E-Rating for the Mutual is revised accordingly. **Mutual 19A's Bylaws apply the savings and E-Rating adjustment only on the Mutual level.**

Example: In the past, if a unit in Mutual 19A were to replace the windows and doors with energy efficient components, and the individual or Mutual applied to the Energy Committee for an E-Rating adjustment, then the adjustment would be made at the Mutual level only and not for the individual who made the improvements. In other Master Meter Mutuals the E-Rating adjustment would be applied at both the unit owner and the Mutual level, thus driving savings for both the unit owner specifically and the Mutual in general.

Going forward, the Energy Committee has declined to consider improvements as described above on an individual unit owner basis for almost everything previously considered. They will accept Mutual-wide initiatives such as replacing all the windows in the Mutual or upgrading attic insulation for all the Mutual's units.

Hopefully, things are a little clearer.”

Timothy S. Coursen, CPM  
Vice President, Assistant General Manager for Community Management  
Leisure World of Maryland

## Leisure World of Maryland e-Rating Change Request Form

### Section 1 - Unit and Point of Contact (POC) Information:

LW ID (Leave Blank)	
Mutual	
Building/Unit #	
Model	
Owner Name	
Street Address	
Owner Phone	
Owner Email	

### Section 2 E-Rating Change Request Description:

### Section 3 From Attachment 2, provide "Required Information":



Attachment 1

e-Rating Change Request Comments (optional):

	Unit ID (Leave Blank)
	Mutual
	Building/Unit #
<u>Section 4 Verification Work Completed:</u> I/We confirm that the modification affecting e-Rating changes as described above is complete.	Model
APPLICANT:	Owner Name
	Street Address
	Owner Phone
	Owner Email
	Date:

\_\_\_\_\_  
Unit Owner Signature and Print Name

MUTUAL # \_\_\_\_\_:

\_\_\_\_\_  
Authorized Mutual Representative Signature and Print Name

\_\_\_\_\_  
Date:

**Submit E-Rating Change Request Form to:  
Physical Properties Division  
Re: e-Rating Change Request  
3301 North Leisure World Boulevard  
Silver Spring, MD 20906**

## Attachment 2

### **List of Building Modifications Affecting e-Rating Changes**

The following table lists potential building modifications that must be reported to PPD so that e-Ratings, the factor used to adjust charges for electricity, may be re-computed. For efficient and timely re-computation of e-Ratings, the information listed under each building modification category must be provided.

<b>FOR UNIT OWNERS</b>	
<b>Modification Type</b>	<b>Required Information</b>
Balcony Enclosure	Sliding doors present or not
Florida Room Enclosure (patio space converted to living area)	Room dimensions
	Each Window and Skylight: U-Rating and dimensions
	Each Sliding Glass Door: U-Rating and Width
	Each Hinged Door: U-Rating and Width
Bonus Room Enclosure (garage space converted to living area)	Bonus Room dimensions
	Each Window and Skylight: U-Rating and dimensions
	Each Sliding Glass Door: U-Rating and Width
	Each Hinged Door: U-Rating and Width
Atrium Enclosure (garage access way converted to living area)	Atrium dimensions
	Each Window and Sky-light: U-Rating and Area
	Each Sliding Glass Door: U-Rating and Width
	Each Hinged Door: U-Rating and Width
Replacement of Split System (separate heating and air conditioning units) with Heat Pump System	Heat Pump Heat Season Performance Factor (HSPF)
	Heat Pump Seasonal Energy Efficiency Ratio (SEER)
	Air Conditioner (A/C) new & old tonnage
	A/C Seer

## Attachment 2

<b>FOR MUTUALS</b>	
<b>Modification Type</b>	<b>Required Information</b>
Replacement of Windows and Sliding Glass Doors (not with an Enclosure)	Each Window and Sliding Glass Door: U-Rating and Area
Added Ceiling and Wall Insulation	For each area covered: Insulation R-Rating and dimensions
Heat Pump	Heat Pump Heat Season Performance Factor (HSPF)
	Heat Pump Seasonal Energy Efficiency Ratio (SEER)
	Air Conditioner (A/C) new & old tonnage
Air Conditioner	A/C SEER
	A/C new & old tonnage
Supplemental Air Conditioner	A/C Energy Efficiency Ratio (EER)
	A/C British Thermal Unit (BTU) Rating
Other- Fireplaces, solar panels, etc.	Contact Physical Properties Attn: Mary Clark (301) 598 -1317

*U-rating information on glass doors and windows is generally found on a sticker affixed to the glass and should not be removed until the mutual representative verifies work is completed.*