

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION  
BOARD OF TRUSTEES MEETING  
December 13, 2016**

**ATTENDANCE:**

		Jones, Jim	P	Veninger, John	P
Burr, Rob	P				
Colnaghi, Warren	E	Manzo, Rene	P	Zielinski, Gary	P
Patton, Jim	P	Nietzer, Laura	E		
		Sarnowski, Karen	P	Rees, Ginny	P
Marino, Joseph	E	Straubel, Kathy	P	Decina, Dennis	E
Sarnowski, Shelby	E	Quirk, Andrew	P	Donoghue, Paul	P
Dowling, Kristin	P				

**P= Present      E = Excused      A= Absent      P\*present via Skype**

Attorney Present: James Romer    yes    no

With a quorum present, the meeting was called to order at 7: 24 pm by Andrew Quirk.

**Public Session:**

A motion was made Rob Burr and seconded by Andrew Quirk to approve the November, 2016 regular meeting minutes.

9 yeas; 0 noes; 0 abstention

A motion was made by Karen Sarnowski and seconded by Jim Patton to approve the special board meeting of November 19, 2016 meeting minutes as corrected.

9 yeas; 0 noes; 0 abstention

A motion was made by Rob Burr and seconded by Kristen Dowling to approve the Easement public meeting of November 19, 2016 minutes, as corrected.

9 yeas; 0 noes; 0 abstention

### **Correspondence:**

Christmas cards were received from various people.

630 Warwick Turnpike forwarded a request for a permit for roof replacement. This doesn't affect the easement.

Notification was received in reference to a septic repair at 537 lakeshore Dr. This is near the lake, so more information is needed.

7 Oaklyn Ct. has requested a housing renovation permit. The township needs to approve abandonment ? and the septic seems to be on parklands. Jim Romer will look into this.

### **Membership Secretary's Report:**

Karen Sarnowski reported that there are 624 POA members with 13 double docks for a total of 637 + 22 tenants/specials for a total of 659 POA members. One delinquent POA member. There are 1548 easement members which is 75 more than last year.

### **Treasurer's Report:**

Paul Donoghue discussed a case law summary of the lawsuit that separated our budgets into Easement and POA.

Easement: Easement budget is running under budget. Any projects that need to get done should get done now as it's the end of the year. Our net cash flow is +\$11,000. Generally, easement reserves seem to be increasing. We like to have approximately one year's operating expense.

POA: Our income revenue is at 108% which is very good. Activities budget doing OK. Beach is slightly over budget. We have a +\$122 net cash flow, which is good.

Rob Burr made a motion to approve the November financials; Ginny Rees seconded the motion.

11 Yeas 0 noes 0 abstentions

**Unfinished Business:**

**Graffiti on township property:** no report

**Unpaved roads:** No new information

**Review of Master Plan submissions:** no new information

**Retaining Wall:** no new information

**SPECIAL PROJECTS**

**Short Term Projects:** none

**Long Term Projects:** none

**COMMITTEE REPORTS:**

**Activities:** Breakfast with Santa went very well. Lots of volunteers helped with the event. A Wine and Design party is possible. Comedy night is coming up as well as Breakfast with Bunny.

**Beach:** The swim platforms will be removed this week.

**Boathouse:** All boats are in at this point. Rob Burr reported he will need to check if all payments have been made.

**By-Laws/Rules/Regs:** Paul Donoghue discussed putting some new language into the rules/regs. Bubblers shall not be allowed for safety purposes. We would like to include this in the rules/ regs. We would like to make it clear that both easement members and/ or tenants of easement holders will not be allowed to join the POA unless the easement dues are current. An email blast will be sent referencing the bubblers.

Rob Burr made a motion to approve the recommended general rules/regs involving bubblers and tenant POA requirements.

11 yeas; 0 noes; 0 abstentions

**Clubhouse:** Gary Zielinski will find out if we have a snowplow company contracted to deal with snow.

**Computers:** no report

**Dams:** Andrew Quirk is trying to get more estimates for the trash rack. Princeton Hydro was asked to change a few aspects of the trash rack design and they declined. We will concede to their recommendations.

**Docks:** no report

**Dredging:** Karen Sarnowski discussed the fact that Shelby Sarnowski will be the coordinator of the dredging project. He will draw up a master schedule for all aspects of the project. Paul Donoghue will be the financial coordinator. Rob Burr will be the committee chair. Bob Moskin is also on the committee. Kristen Dowling and Jim Jones would like to be on the committee, as well. Andrew Quirk suggested replacing removed stumps with artificial fish habitats to reduce the environmental impact. He suggested that money should be allotted for fish habitat remediation. Paul discussed facilitating a workshop for dredging stakeholders to prioritize locations, etc.

**Easement:** An Easement meeting was held on December 13, 2016 at 7pm. (see Public Session)

**Encroachment:** John Veninger asked for a volunteer to head this committee. Paul Donoghue will ask Jim Romer to craft a letter to the Point Breeze patio resident. 203 Lakeshore still has a sand beach that has to be addressed. A letter should be sent in the spring reiterating that they need to remove the sand otherwise we will remove it and bill them. A delinquent POA member has left a boat in the lake. An email was sent informing them that the boat needs to be removed ASAP due to environmental concerns. A letter will be sent informing them that if the 2016 fees are not paid, they will be sent to collections.

**Environment:** The 1<sup>st</sup> house on Witte Rd. was sent a letter 3 weeks ago in reference to a pipe which drains into the lake. No response has been received. Tanya will be asked to call the house to find out their response. The next step would be to alert the health department. Money has been spent from the budget to add sampling sites to the environmental study.

**Entertainment:** no report

**Executive:** The executive board discussed reviewing job descriptions and hourly rates. This will be further discussed in January. Additionally, there is concern about members using Air BNB to rent out their houses. Members need to be reminded of the rules/regs around guests.

**Insurance:** There was an issue about our payment being paid on time. This has happened in the past and we need to talk to the agent about this not occurring again.

**Legal:**

A letter dated November 14, 2016 was received by UGL property owners living on private/unimproved roads from West Milford Township stating that the Township will not be maintaining the private/unimproved roads over and above emergency vehicle access. The UGLPOA's position is that the roads were dedicated to public use with the filing of the subdivision maps of UGL and the Township by its repair, upgrades and maintenance has accepted the roads of UGL. The maintenance of the UGL roads are not the responsibility of UGLPOA since the roads were dedicated to public use and the Township has accepted the roads. The Township's position is that it never formally accepted our dedicated private roads.

Paul Donoghue made a motion to go into executive session at 8:48pm, seconded by Jim Patton

11 yeas; 0 noes 0 abstentions

Andrew Quirk made a motion to leave executive session at 8:51pm; Ginny Rees seconded the motion

11 yeas; 0 noes; 0 abstentions

**Master Plan:** Rob Burr will have the draft done in the first quarter of 2017.

**Parklands:** Jim Jones worked with Shelby Sarnowski to look into at least getting the firehouse parking lot graded before the winter weather sets in.

**Publicity:** Jim Patton is working on getting up to speed on this committee.

**Newsletter:** no report

**Security:** Kathy Straubel reported that the security boat has been taken out and winterized and stored in the boathouse. New buoys will need to be gotten from the state as many of the old buoys are damaged or unreadable.

**Stumps:** The barge will be coming out of the lake tomorrow.

**Township:** no report

**Weeds:** Members should email the office about weed issues so Tanya can contact Rene Manzo, the committee chair.

**Ad hoc committees:**

**Storm drains:** One drain is being retrofitted on Point Breeze currently. The next drains we'd like done should be sent to the town.

**New Business:**

The Special memberships need to be approved for 2017.

Paul Donoghue made a motion that we accept as specials any property that is surrounded by easement or has been a special and continues to maintain special membership for \$196.92 per easement and \$446.92 + tax for easement + POA. Karen Sarnowski seconded the motion.

11 yeas; 0 noes; 0 abstentions

A motion was made by Andrew Quirk and was seconded by Kathy Straubel to adjourn the meeting at 9:40pm.

Approved by acclamation.

*Respectfully submitted by Kathy Straubel*

