

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION  
BOARD OF TRUSTEES MEETING  
May 9, 2017**

**ATTENDANCE:**

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

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

Attorney Present: James Romer [X] yes    [] no

With a quorum present, the meeting was called to order at 7: 18 pm by Andrew Quirk.

**Public Session:**

**Secretary:** Minutes to be approved

**Correspondence:**

**Membership: Karen Sarnowski:**

**Current Membership as of end of April 2017 was:**

POA – 499  
Double Docks – 13  
Tenants – 8  
Specials – 2  
Total POA – 522  
Total Easement – 1290 (768)

The numbers fell off a bit this month in comparison to past years and how they tracked but they are still better than 2016 and both May and June historically have surges prior to Memorial Day and UGL Day Fireworks so I think we will still hit our projected numbers and there will also be a bit of a surge in

memberships as docks are assigned to current easement only members.

Not much change is noted in non-legal collections although we know that the reporting to the credit agencies is helping to push collections; people do not want to be reported to the agencies.

We continue to collect on foreclosures with past due easements during closings and as the Easement Actuals' sheet reflects we have already collected btwn our work, and both legal and non-legal collection firms almost \$48K; this is an increase of \$17K since last month

Legal is beginning the process of court proceedings on those that did not respond. We have no court dates as of yet.

The referenced properties as being delinquent at closings are still open:

- 1- PO is working with his Title Co. to pay which it appears they are since they contacted us for the amounts
- 2- PO has been contacted and has all info to go to Title Co, we need to follow up on this
- 3- The owner is a "holding co" which has had other properties in the community, one of which we know of that foreclosed. Currently there are tenants who wanted to join the POA but Tanya would not allow because of the delinquency on the property. We have not heard directly from the holding co so this may need to be turned over to collections. The tenants in this property supposedly are renting with option to buy...

A tenant whom we would not allow to join the POA last year due to his landlord's delinquency and whom had been a POA member for 10+ years has paid POA dues which we are holding because the landlord hasn't paid 2017 Easement yet this year. I advised Tanya to encourage him again to speak to his landlord since that did work last year.

The PO we discussed last month as the problem people with the pontoon boat who in the winter left it in the ice and hadn't paid for two years but had boat back in and was sinking and the house was going to auction did actually get it somewhat out of the lake. It is still partially in the water but for the most part out. There is still someone living in the house, although last month it was to be auctioned...My thought is they are just going to leave it on parklands and whomever buys it will have to deal with it, unless of course we feel we could use it for something since it is left on our property.... The new Sheriff's date is June 13, 2017, as per Jim Romer. Here it is:

Reminder: For everyone's edification of the breakdown of Past Years on the Easement Actuals budget sheet I have listed what it includes:

Late Fees-Late fees collected in the office from our own efforts, or from closings or from Financial institutions in foreclosed properties

Late Fees Legal-Those late fees collected thru Legal Collections Methods

Late Fees Collections-Those late fees collected thru Non-legal Collections (Remit)

Past Years Collections- Monies collected in the office from our own efforts, or from closings or from financial institutions in foreclosed properties

Past Years Legal- Past due fees collected thru Legal Collections (Bob Masessa)

Past Years Non-legal- Past due fees collected in the office from our own efforts, or from closings or from Financial institutions in foreclosed properties

### **Treasurer's Report-Attached.**

*The Lakeland bank account was discussed in regards to exceeding the \$250,000 limit insured by FDIC. Paul is currently looking into a way of handling the issue.*

*A motion was made by Rob Burr and seconded by Laura Neitzer to approve the April Financials as presented.*

11 yeas; 0 no's; 0 abstentions

A motion was made by Karen Sarnowski and seconded by Kristen Dowling to approve the 2016 Audit Report as presented.

11 yeas; 0 no's; 0 abstentions

### **Unfinished Business:**

1. Graffiti- 4/2017-karen to speak to Julia Held to see if she will speak to town
2. Retaining Wall- Cofferdam regulations- Jim J/KarenS
3. Cameras repaired?
4. 7 Oaklyn Ct-abandonment- Romer

### **Committees:**

#### **A. Activities: Ginny Rees**

The Spring Fling Musical was a success with a full house. After all expenses are in (including piano moving and tuning) we expect the event will have made a profit of about \$300.

Activities is meeting on May 17th. Hoping to get new volunteers. Music Under Stars June 17. Will is playing. Fireworks June 24th. All paperwork is in for permits.

#### **B. Beach: Laura Nietzer:**

Guards have been contacted and we are hiring one new guard, a UGL resident with her certification up to date. Beach cleanup for guards is May 20th, but Sabrina and Sammie will be doing some things prior to that. We are also having a staff meeting that afternoon with guards and gate guards. We will accept applications for guards who have the right certification at the time of submitting their application, and gate guards for future use, and for perhaps August depending upon when students go to college.

Sabrina will have everything ready for our inspection and we are set to open weekends as of Memorial Day and fulltime the day after school ends in West Milford. Swimming lessons sign ups have started. And for anyone who wants a tee shirt, orders have to be in by May 15th!!! Thank you Kathy for being willing to co chair this year and take over in August after elections. We are working on a manual to the running of the beach. Thank you Jim Jones for making sure the barges got off the beach by the end of April... truly appreciated. Sand has been delivered and will be spread within the next week or so.

C. **Boat House: Rob Burr:** Boats are coming out; committee chair transitioning to Kristin.

D. **Clubhouse: Gary Zielinski:** Still working on Door estimates. Dennis & Gary are trying to set up meeting with them. Lattice is in progress.

#### **E. Computer-John Veninger**

#### **F. Dam: Andrew Quirk:**

Diving Services, Inc has commenced fabrication of the trash rack and staff gauge. Ed Igielski is researching the type and method of securing a warning sign ( hazard triangle) to the top of the staff

gauge. A sign will also be attached to the overtopping wall at the spillway to prevent boaters from approaching the cement apron and running aground at the spillway as occurred twice last year. The sign will read “ Danger, DAM. No boating. No bathing. No wading. Keep back 50 feet”

Three estimates have been obtained for the chain link fence that is proposed at the Upper Greenwood Lake Road side of the Spillway. It will replace the fence that was there many years ago and will satisfy one of the requirements of the 2016 State Inspection of the Dam.

West Milford requires a Zoning permit with a survey so the latter has been ordered. A resolution and vote is requested to choose the contractor to install the fence.

*A motion was made by Denis Decina and seconded by Shelby Sarnowski to approve the installation of a chain-link fence by “A-Better Fence” at the Dam spillway, not to exceed \$4,150 as presented.*

*11 yeas; 0 no's; 0 abstentions*

**G. By-Laws Rules & Regs: Karen Sarnowski:**  
**Rules & Regs/By-Laws 5-2017**

The committee did not meet this month, Paul out of town retiring and I was too busy with other things to try to get that together. We will hopefully do so upon Paul's return or via Facetime if Paul is able. Because of Tanya at the meeting I didn't do my usual review of things for her to do and just checked with her on putting the rule changes into the R&R. She will take care of it if it wasn't done.

I have not composed the letter to the PO's that are listing their properties for short term rentals but will very soon and have Exec approve. I did however, speak firsthand with one of them while assigning a dock to them and explaining the do's and don't's of area of dock assignment. They assumed that guests could use their “things” (ie. Kayak, boat, etc.) and I explained that guests must always be accompanied by the property owner in lake use. Also explained a bit about tenants (long-term) and essentially gave them an education on some of our rules and regs and deeded lake rights.

**H. Docks: Karen Sarnowski:**  
**DOCKS - May 2017**

Well, weather has not been very cooperative for dock work, but have assigned three thus far. Two other people were also notified without a response so I will be sending second notice out to them and if after another week I don't hear will resort to phone calling.

I am essentially doing the docks by location since many are located together in specific areas. I will move on to my next two locations and contact those people and get them done. At this point, I have been ignoring the weather and just making the appointments, as well as scoping out the areas first before meeting with people.

Since mapping out all applications we have had two additional aps. Not many considering the time of year but the weather is probably also impacting that.

**I. Dredging: Rob Burr:** The DEP loan language has been edited to the satisfaction of the Dredging Committee and our attorney; going from the Dam Safety group that is our DEP point of contact to the Attorney General for approval. We'll then receive (~45 days) the State approved version for our signature and co-signing by the town. We are committing to 1 year for the engineering and permit applications, 2 years for the start of work and 6 years to completion allowing enough time for two draw downs. The Committee is further committed to starting work with a draw down THIS year enabling

commencement of concurrent bulkhead work. The Engineering RFP is being finalized along with the list of recipients. The Kepner-Tregoe invitation and invitee list is being finalized and invites are going out. The Dredging Committee is meeting again Tues 5/16.

J. **Easement: Rob Burr:** The dredging loan is be kept to the \$1M agree to.

K. **Entertainment:**

L. **Environmental: Kathy Straubel:**

Report by Andrew Quirk:

Another successful day of clean up and participation in West Milford's "Beautification Day" took place on April 22nd. Eight volunteers worked on the roads around the Lake, in addition to another twelve volunteers who did not sign up with the Environmental Committee.

The third annual stream assessment of water flowing into UGL took place on April 29th with seven volunteers in two locations. The four major streams feeding the lake have now been assessed. The two streams this year ( Boat Launch Cove and Audubon Cove) produced a "Good" score compared to the "Excellent" score using the NJDEP Watershed Ambassador method. The change or reduced quality of the streams tested this year may be due to random circumstances or could reflect the presence of homes alongside the streams which were not a factor in the locations previously tested. Further analysis of the results will be undertaken, and the two coves will be more fully investigated in the major Lake Assessment by Princeton Hydro which is scheduled to have it's first of three test dates later this month.

*Rob Burr discussed the Dredging Committees interest in doing some core sampling and possibly working with Environmental since they are already doing core samples this year.*

M. **Executive**

N. **Insurance: Dennis Decina:**

We currently have insurance in place! Last month, John V. handed me paperwork indicating that the person hurt this past Sept had not been contacted by the insurance company. I called our insurance co. and spoke to the processor, got her the correct information, and the claimant's name, and phone number. THE insurance company re-opened the claim, contacted the woman, and paid her for her doctor's bills (approx \$550)

Regarding the cameras on the beach. We are apparently still waiting for Master Care to finish their work. I will check with Tanya regarding this. Apparently, they have to return to check on a few of the zoom cameras. Insurance rep, Robin Butler, closed claim temporarily until we can submit her final invoice for the work /repair. At that time she will re-open it and pay the claim.

O. **Legal:** Jim Romer checked in with the health department to see what was being abandoned in place on park lands at 7 Oaklyn Ct. It appears to be an existing septic.  
203 Lakeshore Drive, Sand Problem- This issue is still not resolved.

P. **Master Plan: Rob Burr:** Draft 1 is now in possession of the office; suggest password protected access and revision to the Code of Conduct enabling distribution with maintenance of confidentiality. Rob discussed the importance of having a Master Plan and documenting history for new members in order to minimize the repetitive discussions.

Q. **Parklands: Jim Jones:** Old Firehouse is prepared for paving. Trees to come down. Will discuss at meeting.

Jim discussed the issue with the number of trees that need to come down but are either on or near the public township property. It is unclear which property it is on and who is responsible. Having a survey done at the Race Track road trees was discussed. Jim will call the township, if they still think it is on our property, we will do a survey.

**Q1. Encroachments: Shelby Sarnowski**

265 Pt Breeze Patio- Per Exec, patio was removed. Case closed.

203 Lakeshore Dr Sand- moved to Legal.

663 N Lake Shore Drive- Jim and I met with the homeowner and contractor at 663 N Lake Shore Drive who was building a wall on Parklands. We asked the homeowner to remove 2 courses of block to keep the wall at the same height as the original. The homeowner agreed to do this.

Kathy mentioned an encroachment at last month's board meeting (possibly Passaic Rd?). I did not write down the address- Plan is to handle this issue this month. I also plan on putting my boat into the water this month which will make identifying encroachments much easier.

*Denis suggested the idea of sending out a letter to all homeowners that are lake front, dock owners, etc stating the rules of parklands. Shelby will draft a letter and bring for approval to next board meeting.*

**R. Publicity & Public Relations:** No report

Oleg was discussed about helping us with the website. Jim would like to start putting announcements on the website.

**S. Security: Kathy Straubel:**

**T. Stumps: Jim Jones:** Barges are in and ready to go. May need new staffing for this year.

**U. Township: No report**

**V. Weeds: Rene Manzo:**

Water quality is good. Water still cool. Northeast half of lake treated with sonar on 5/1. W Lake surveyed on 5/5.

Surveys are every 2 weeks. Results dictate timing of treatment. They try to treat when weeds are not too immature or mature to be effective. Waiting too long adds to the decaying biomass on the bottom of the lake and oxygen depletion which can in turn affect fish populations.

Weed treatments to be coordinated with Princeton Hydro and fishing derby days. Would like to get 2017 weed surveys on web page as was 2016.

**W. Ad Hoc Committees:**

1. Storm Drain retrofit-Status:

**NEW BUSINESS:**

*The issue of Lakeshore Inn advertising a "Family Day" on the day of UGL Fireworks. The issue of parking was brought up and the lack of parking at the Lakeshore Inn.*

Meeting Adjourned by acclamation.