

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES MEETING
February 13, 2018**

ATTENDANCE:

Jones, Jim	P	Veninger, John	P	Colnaghi, Warren	P	Manzo, Rene	E	Zielinski,
Gary	P	Patton, Jim	P	Grala, Ed	P	Gerace, Nicole	P	Becker, Heather
P Sarnowski, Karen	P	Marino, Joseph	P	Straubel, Kathy	P			
Decina, Dennis	P	Sarnowski, Shelby	P	Quirk, Andrew	E			
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 7:16 pm by John Veninger.

A motion was made by Jim Patton and seconded by Dennis Decina to approve the January, 2018 regular meeting minutes as corrected.

10 yeas; 0 no's; 4 abstentions

A motion was made by Karen Sarnowski and seconded by Dennis Decina to approve the amended January, 2018 executive meeting minutes.

10 yeas; 0 no's; 4 abstentions

Correspondence:

A member, Eric Zemsky, spoke to the board to express an interest in joining the board. Board members asked Eric some questions and had a discussion prior to the motion being made to appoint him to the board

Paul Donoghue made a motion; Karen Sarnowski seconded the motion to appoint Eric Zemske as a board member to the seat with the least amount of time remaining.

14 yeas; 0 no's; 0 abstentions

Engagement letter from accountants was received. Nicole Gerace will reach out to Schulman, Black and Katz, accountants to negotiate a lower rate for 2018. They contacted us with a 25% increase for the year.

Notification of public sale of junk lots the township of West Milford is offering. Tanya checked to see if any of the lots are contiguous to our parklands that the board should consider buying and none are contiguous.

Other notifications were sent for lots the township will be auctioning off. Tanya will review the lists for contiguous properties.

Committee Reports February 2018

Membership: Karen Sarnowski: Easement - 221
POA - 75
Double Docks - 1
Tenants - 0
Specials - 0
Total - 76

No historical comparisons at this early point in annual collections.

We need to determine how to report Legal Collection Costs on the financial summary sheet. Do we net it out in the top section or do we add a line item in expenses for Legal Collections Fees? I do not think we should merge it into the existing line item in expenses that we already have: **Legal for minor actions and reviews** since this is not the intent of that line item. I think we should show it on top. Nicole Gerace will address this with the accountant

Collections: The woman who contacted us recently again after we informed her she needed to pay her full amount and we discussed at last meeting was given the options of paying in full or a payment plan with a set dollar amount. After I sent it over to Tanya, she suggested we add a third option which we have been doing with many, with a larger upfront dollar amount and then smaller and less payments over time. She indicated that this was her choice and her first payment is due on 2/15/2018.

I spent a couple of hours with Bob in his office one day signing court motions confirming that people were not active duty military. Since there were a bunch that I did not know, he ended up calling them while I was there to ask them in the conversation if the PO's were serving in the military so that I could hear first-hand that they were not. Those conversations led to conversations about the pending judgements and in some cases agreements to pay. This should be discussed further in Executive Session, along with my phone call with Dolan and Dolan.

Treasurer's Report-

Commentary for January 2018 financials:

General

· I spoke with Joe the auditor from Schulman & Black and will schedule an appointment to meet with him to review the 2017 financials once the engagement letter is returned.

Easement

- Easement fees payment are at 11%.
- As we are early in the year, we only have our normal recurring monthly/quarterly expenses.
- First quarter real estate taxes were paid.
- We have a healthy reserve account balance.

POA

- We are at 11.6% collection of POA membership fees.
- As we are early in the year, we only have our normal recurring monthly/quarterly expenses.
- Beach tags and boat stickers have been ordered, bringing the beach expense budget up to 15% and the membership expense to 83%.

Paul Donoghue made a motion to accept the December and January financials; Jim Patton seconded

14 yeas; 0 noes; 1 abstention

Unfinished Business:

1. Graffiti- no report
2. Retaining Wall- no report
3. Abandonment- Romer - 7 Oaklyn Court - Jim Romer needs to check to see if septic was abandoned. Paul Donoghue will follow up on this
4. Google doc security

A. Activities: Heather Becker/Joe Marino:

Fireworks contract has been signed

Upcoming events:

- Comedy night 2/17
- St.Pat's day dinner 3/17
- Bunny breakfast 3/24
- Music under the stars 6/16
- UGL day fireworks 6/30
- Movie night; every 2nd Friday
- Hot dog roast 7/28

Next committee meeting: February 28 at 6:30pm

B. Beach: Kathy S:

Sammie and I have been discussing beach personnel. We have decided to promote Melanie to head lifeguard based on her previous performance. Sammie has contacted prior lifeguards to determine who is interested in returning this summer. I will be reaching out to other lake communities next week to request lifeguard pay scales in order to determine if our pay scale needs adjusting at some point.

C. Boathouse: Kristin Dowling:

All boats are in until Spring.

D. Clubhouse: Gary Zielinski:

\$2800 was spent to demo bathrooms

3 bids have been received to replace bathrooms: \$25,450 from Barbarese; \$28, 200 from Kershaw and \$27,900 from NCN. Gary recommends Barbarese.

A discussion was had about replacing thermostat with one that can issue notifications of temperature issues to prevent freezing of pipes if heat is turned off, etc.

Paul Donoghue made a motion to fund the repair of the rear beach bathrooms from the POA general fund; not to exceed \$32,000. Dennis Decina seconded

15 yeas; 0 nos; 0 abstentions

E. Computer-John Veninger

No report

F. Dam: Andrew Quirk:

No report

G. Bylaws Rules & Regs: Karen Sarnowski: No Report - Committee Did not meet. I would like to have a meeting with the R&R group, parklands and encroachment committee's members (Paul, Jim, Nicole, Shelby and myself) to pick up where we were last at on the egregious parkland encroachments so we can move forward for the coming season. This will also help Nicole to acclimate into the encroachments committee.

H. Docks: Karen Sarnowski: No Dock work yet, but will be trying to do some behind the scenes things to get set for upcoming warm weather. Will continue to work with Jim on our new area across from CH parking area.

I. Dredging: Shelby Sarnowski:

Requests for proposals were sent out to 5 companies for the engineering permit.

J. Easement: Paul T. Donoghue

No members of the public were present at the Feb meeting.

K. Entertainment:

Warren won't be here next month,; so someone will have to do coffee.

L. Environmental: Kathy Straubel:

Please save the date Tuesday February 27th 5pm at the Clubhouse for a presentation to the Board by Princeton Hydro on the 2017 Water Quality Testing.

Pizza to be served at 6pm.

At 7pm we will make final plans for those interested in the Canada Goose egg addling in March. Lastly, at 7.30pm Larry Kovar will discuss the upcoming year's weed treatment with particular reference to any changes relevant to the Water Quality Testing Report.

Karen suggested signs advising against the feeding of waterfowl.

M. Executive

Paul Donoghue made a motion at 8:58pm to go into executive session; Joe Marino seconded the motion.

15 yeas; 0 nos; 0 abstentions

Paul Donoghue made a motion at 9:48pm to leave executive session; Karen Sarnowski seconded the motion. 15 yeas; 0 noes; 0 abstentions

N. Insurance: Dennis Decina:

Spoke with insurance broker about heating unit that needed to be replaced. Dennis will contact with bills and photos.

O. Legal: Paul Donoghue:

7 Oaklyn Court- Paul will follow up with Jim Romer on this.

P. Master Plan:

No report

Q. Parklands: Jim Jones:

No report

Q1. Encroachments: Nicole

203 Lakeshore: new owner is aware of sand issue. We notified them that we will be removing sand.

R. Publicity & Public Relations: Jim Patton:

Jim will reach out to Oleg, our web person, to determine his willingness to continue the business relationship. If not, Jim will research alternatives.

S. Security: Joe Marino:

No major updates.

A few topics I would like feedback on:

1. AHA Instructor: Joe and Kathy will discuss certification of employees, etc.
2. Winter Patrol: Discussion ensued about having security walk on ice to check ice fishermen's membership; since security doesn't have an ATV it is challenging to address motorized vehicles on lake. Members are requested to contact the WM police department.
3. Relocation of Security Boat docking position, to northernmost clubhouse dock. Board members felt that we needed beach docks for beach goers.

T. Stumps: Jim

No report

U. Township: Andrew Quirk

No meetings scheduled until March

V. Weeds: Rene Manzo

Would like the board members to attend the environmental meeting with Larry Kovar on 2/27 at 7:30 to discuss weed treatment and see how we would like to proceed.

W. Ad Hoc Committees:

1. Storm Drain retrofit-Status: Julia had stepped aside from being township liaison but Rob Reider in the Bldgs dept never got the message and he had sent her a message regarding next project. She then looked thru her materials including our agreement and wondered if the township was reading the agreement as to what she believed it to include. Agreement reads:
year period. Within years 4, 5, 6 and 7 (calculated from the date of this Agreement), the
Township shall install or retrofit the sedimentation basins/ catch basins associated with seven (7)
additional outfalls in the Upper Greenwood Lake development which have been identified as a
Level B priority by the Association and are designated as such listed on the list attached hereto as
Exhibit A. At least one outfall location a year during the years 4 5, 6 and 7 will be completed
from the Level B designated outfalls in Upper Greenwood Lake. The Township shall not assess
homeowners for said drainage improvements on improved roadways pursuant to said Township

Julia wondered aloud to me if the township was planning to do only four of the seven Level B outfalls since they had only done one outfall for each of the past two years. I agreed this was a concern and I personally had not really realized it as we moved thru the past two years. She offered to meet with Erik downtown and ask him what the plan was. She did meet with him and he didn't indicate either way if he thought they were to do only a total of four. She discussed with him this coming year's project(s). She raised a point that I had raised to her of another Warwick Tpk road project at the bridge between the Mt. Laurels and my concern of projects along the Lake Shores as posing more issues with daily commuters and traffic. He told her that he had not heard of a scheduled project and they were going to proceed with doing the basin replacement at the church on Warwick Tpk, the one next to Chris Lynch's old property on Lake Shore (N) and Maple Shade on Lake Shore (S, really east) for this year. Next year they would finish up with the rest of the priority B outlets. So her and my concern was not an issue.

So that is 2018 plan, we will ask for some kind of a schedule but it probably won't happen until after road clean up in Spring.