

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION  
BOARD OF TRUSTEES MEETING MINUTES  
October 16, 2018**

**Attendance**

Abbruzzese, Michael	P	Grala, Edward	P	Sarnowski, Shelby	P
Becker, Heather	P	Jones, Jim	P	Veninger, John	P
Colnaghi, Warren	P	Manzo, Rene	E	Zeilinski, Gary	E
Culhane, Margie	P	Marino, Joseph	P	Zemsky, Eric	P
Decina, Dennis	P	Patton, James	P	Open seat	
Donoghue, Paul	R*	Quirk, Andrew	P	Open seat	
Gerace, Nicole	E	Sarnowski, Karen	P		

P = Present    E = Excused    A = Absent    R\* = Remote – non-voting/quorum

Attorney Present – James Romer Yes

With a quorum present, the meeting was called to order at 7:35 by President Joseph Marino.

Jim Patton moved to approve the regular minutes of the September 11, 2018 meeting as corrected, Heather Becker seconded.

**12 Yeas, 0 No's, 1 Abstentions**

Shelby Sarnowski moved to approve the Executive session minutes of the September 11, 2018 meeting as corrected. Jim Patton seconded.

**12 Yea's, 0 No's, 1 Abstentions**

At 7:55 PM, Jim Patton moved to enter Executive Session, Dennis Decina seconded.

**Approved by acclimation**

At 8:51 PM, Karen Sarnowski moved to leave Executive Session, Jim Patton seconded.

**Approved by acclimation**

**Correspondence:**

**Membership Secretary Report:**

**Current Membership as of end of October 2018 was:**

**POA – 639 (624)**

**Double Docks – 13 (13)**

**Tenants – 14 (15)**

**Specials – 6 (7)**

**Total POA – 672 (659)**

**Total Easement – 1,550 (1,566)**

**(Numbers in parentheses represents 2017 numbers a year ago)**

**Treasurer's Report:**

Shelby Sarnowski moved to approve the September financial reports, Andrew Quirk seconded.

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION  
BOARD OF TRUSTEES MEETING MINUTES  
October 16, 2018**

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**Easement**

- Current year Easement fee payments are at 75%. Total easement income is at 92%. There was a question at the last meeting regarding why we have upped the allowable spend to 90% for non-fixed expenses if current easement is at 75%. I am advised that historically, allowable spend has always been based on TOTAL income from easement. If this is not something the board wants to continue, discussion is in order.
- Utilities are running at 61%, which is on track.
- Parklands Expense is now at 27% of allowable spend.
- We are at 95% on Legal.
- Office expenses is at 86%.
- We have only spent \$639.75 of the contingency fund.
- We've earned over \$1,300 in interest on the Raymond James account, and we are continuing to explore other investment opportunities.

**POA**

- We are at 102% collection of POA membership dues, which is slightly up from last year due to increased membership.
- The activities budget is slightly over. Tanya suggested increasing the cost of Breakfast with Santa, in order to break even.
- Beach payroll is at 116%.

**Unfinished Business:**

1. Graffiti-
2. Retaining Wall-
3. Abandonment- Romer

**Committee Reports:**

**A) Activities:**

**B) Beach:**

- I will be analyzing the current years budget and expenditures to better understand reasons for the overspent Beach Payroll
- It has been communicated to Sammie that there is to be no more hours worked for the rest of the calendar year.
- The swim lane docks are in need of new fascia, given that the green astro-turf carpeting is degrading. I will be pricing out composite decking materials for the fascia top of the bulkhead, as this has been an area of concern from Kathy Coyman of the Health

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION  
BOARD OF TRUSTEES MEETING MINUTES  
October 16, 2018**

Department. I would also like to price out the materials to build another full-sized guard chair, given that we are now required to have two guards on.

- I will be working with Sammie to build out a Staff Manual for the Beach Staff more clearly outlining roles and responsibilities and procedures.

C) Boathouse:

D) Clubhouse:

- Received approval from Joe Marino to award snow service for 2018-2019 snow season to vendor. Discussion on signature approval.
- Review quotes for replacing front door and obtain approval to move forward. Just replacing the door would cost \$5,685 + tax. Also replacing the transom would add \$5,000. Heather Becker recommend that we just replace the door.

E) Computer:

F) Dam:

When the draw down permit was received on September 24 the Lake was 3 inches above crest with heavy rain forecasted for the following two days. In fact, the level rose to plus 5 inches, so it was decided to try to bring the lake level down to crest or “zero” before starting the actual draw down on the advertised date of October 1st. This was accomplished with the valve gradually increased each day. We know from past experience that it is difficult to achieve the required lake depth reduction, so it was important to do what we could to be at “zero” at the beginning of the draw down. For explanation, “crest” is the only measurement that we use, with plus or minus values attached as required, and refers to the water level at the top of the spillway, when no water is flowing over the spillway.

The draw down is proceeding as expected.

G) Bylaws Rules & Regs:

H) Docks:

I) Dredging:

Lake Lowering Permit was received, and the valve was opened on September 26, 2018. We decided to open up the valve a few days early due to the heavy rain. At one point we were 5" over the dam even after opening the valve. Andrew reported the night before October 1st we were at 0". A big thanks to Andrew and Joe for getting the valve opened!

Due to the Fish and Wildlife requiring a Fish Salvage (removing fish from the lake and stocking them in Mt Laurel) and the cost associated, we reduced our lowering depth to 4'6".

- Dredging Permit applications were submitted and are now in review with the NJDEP. The environmental consultant confirmed they will take the full 90 days to review the applications.

-We have been told that 2 contractors have a home for all or 1/2 of the spoils.

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION  
BOARD OF TRUSTEES MEETING MINUTES  
October 16, 2018**

-Soil Sampling was performed by Larry and we will have results soon.

-Still waiting to hear from Environmental on stocking of Fathead Minnows. Ross from Fish and Wildlife did not understand why we were proposing to do this. He does not think it is necessary.

J) Easement:

K) Entertainment:

L) Environmental:

Due to NJ Fish and Wildlife having no experience with Lake stocking of fat head minnows during a draw down, a majority of the Committee were against this suggestion by Larry Kovar. The Committee will meet next week to continue discussions pertaining to protection of the Lake's fish population and to re-examine the 2017 Water Quality Report recommendations.

M) Legal:

N) Master Plan:

O) Parklands:

Jim Jones advised that we have an issue with a tree that needs a tractor to pull out. It's a Willow tree. There is an adjacent 18' by 20' dock in disrepair. The Board decided it was OK to remove the dock.

P) Publicity & Public Relations:

Q) Security:

- Navigation buoys were removed using the barge on September 29, 2018.
- Security boat has been removed and winterized and will be picked up from the marina and moved to the Boathouse on Monday, October 15th, 2018.

R) West Milford Lakes Association:

No reports. except to say that Karen attended the most recent WMLA meeting

S) Weeds:

On 9/6 we treated Audubon, Yardville, Glenwood/Carter, Laurel, Pioneer cove, Racetrack, Witte and boat launch cove.

On 9/12 we treated west side of mount laurel lake.

We have been following weed treatment recommendations as per Princeton Hydro which recommends harvesting. Harvesting removes some of the biomass that would otherwise remain after chemical weed treatment as weeds would fall to lake bottom and act as fertilizer.

Dredging will also lead to biomass removal.

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION  
BOARD OF TRUSTEES MEETING MINUTES  
October 16, 2018**

Lake water quality has improved over the years since last ph report in 2007. This is probably in part due to mount laurel lake, clinton/east side, acting as wetlands and filtering water for UGL as well as dredging projects and weed management.

Weeds have been difficult this year in most lakes in the area.

Lots of rain leads to runoff which is high in phosphorus and acts as fertilizer followed by heat waves leads to rapid weed growth.

What you are trying to avoid is a harmful algae bloom like the one that has closed other lakes in the area by over treating or “full lake treatment” that could lead to toxic algae.

We spent \$53,769 this year minus the \$30k pre-buy is \$23,769. Budgeted \$60K with allowable \$49K would allow a prebuy of \$25K for next year.

Picked up the Horiba water quality meter from Howie Zemser and will see about getting it serviced.

Will see about getting drone imaging of lake when water is down.

T) Ad Hoc Committees:

**NEW BUSINESS:**

1. We need to update the bank account signature cards to reflect the new officers.  
Heather Becker made a motion: “The Upper Greenwood Lake Property Owners Association Inc. authorizes the following corporate officers as authorized signers for all bank and investment accounts as of October 16, 2018. All checks require two signatures. Joseph Marino, President; Nicole Gerace, Treasurer, Karen Sarnowski, Membership Secretary; Paul Donoghue, Secretary”, Andrew Quirk seconded. A concern was raised that we would not be able to sign checks until the new officers had time to get to the bank, and we should delay implementing until November.  
**0 Yea’s, 11 No’s, 0 Abstentions**  
Heather Becker made a motion: “The Upper Greenwood Lake Property Owners Association Inc. authorizes the following corporate officers as authorized signers for all bank and investment accounts as of November 1, 2018. All checks require two signatures. Joseph Marino, President; Nicole Gerace, Treasurer, Karen Sarnowski, Membership Secretary; Paul Donoghue, Secretary”, Eric Zemsky seconded.  
**11 Yea’s, 0 No’s, 0 Abstentions**
2. The PTA wants to have additional events at the clubhouse. The board decided to revisit discussion at the next meeting.

Move to adjourn at 10:07 PM by Heather Becker, seconded by Margie Culhane.

**Approved by acclamation**

Respectfully Submitted by Paul T. Donoghue

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION  
BOARD OF TRUSTEES MEETING MINUTES  
October 16, 2018**