

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

Attendance

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

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

Attorney Present – James Romer Yes

Public Easement Committee meeting:

Started Just after 7:15pm

Bob Moskin was the only one from the public who attended.

Old Firehouse, Bob gave us a brief history on the old fire house property. Started renting out the Old Firehouse in the 80's to start a sinking fund to pay for repairs. He volunteered to take care of the rentals. Shelby Sarnowski asked if he had a backup helper if he was not around to open the firehouse for renters and Jim Jones volunteered to back him up.

Bob was told that the board will discuss and get back to him.

With a quorum present, the meeting was called to order at 7:25 PM by Vice President Shelby Sarnowski.

Correspondence:

- Email received on issue with a tree from Alex Pollonez, it has heart rot. Referred to Jim Jones Parklands to investigate.
- Letter from 307 lakeshore drive installation of propane tanks and generator, no site plan.
- Letter from new property owner requesting walking trail from house across parklands to dock. 521 North Lakeshore drive. Discussed previously by Exec and Joe Marino was going to reach out.
- Proposal from Mountain Landscaping and Design for plowing of the Clubhouse parking lot. Clubhouse committee will look into.
- 58 Cedar Brook Road letter re debt \$3,089.21 prior outstanding arrearage. Looking to resolve, title search did not show outstanding debt.
- 74 Race Track Rd. septic – off lake
- 512 Lakeshore Dr. septic – off lake
- 482 Lakeshore – generator off lake
- Request to join POA from property owner but house has sold

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- 45 Delmont septic – off lake

Motion by Karen Sarnowski to approve the minutes of the 10/16/18 regular meeting, as corrected. Seconded by Dennis Decina.

8 Yea's, 0 No's, 4 Abstentions

Motion by Heather Becker to approve the minutes of the 10/16/18 Executive session, as corrected. Seconded by Jim Patton.

8 Yea's, 0 No's, 4 Abstentions

Membership Secretary Report:

Current Membership as of end of October 2018 was:

POA – 638 (625)

Double Docks – 13 (13)

Tenants – 14 (15)

Specials – 6 (7)

Total POA – 671 (660)

Total Easement – 1,568 (1,595)

(Numbers in parentheses represents 2017 numbers a year ago)

As mentioned last month, Easement numbers are a bit of a surprise since we have been extremely aggressive in collections in the last couple of years and one would think that that would translate to a higher number of Easement payers, but it has not.

This month met with Bob Masessa to sign off on more affidavits for court proceedings on four properties. There is one PO that we are searching a bit more on before that can be signed off. These are the last group of packets we have sent to Bob and now Tanya is putting together another group for legal collections. Unlike all prior packets, we no longer have someone to pull the deeds and that will now have to be completed by Bob's Office unfortunately. I believe all legal Billings have come into the office so our billings going forward in 2019 will be representative of the year's current work and not prior years as 2018 reflects (includes billing for 2017 Legal Collection work).

Communicated with a realtor regarding SPECIAL membership; asked what it was and how property purchaser could receive. She was very surprised to learn there were areas of the lake that didn't have automatic rights to membership, especially lakefront. Included in that communication was another future property sale and the dock that was associated with the selling owner. Informed of our standard process for all new owners to apply for a dock, regardless of property location and that docks do not transfer with property. Not too happy with that situation.

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One less special due to deli on Warwick Turnpike not joining. Still has dock in the water, needs to be addressed.

Treasurer's Report:

Discussion on 2019 Easement budget.

Motion by Jim Patton to accept proposed 2019 Easement budget as presented by the Treasurer. Seconded by Karen Sarnowski.

7 Yea's, 5 No's, 0 Abstentions

Motion to approve the October 2018 Financial report as presented by Karen Sarnowski. Seconded by Jim Patton.

9 Yea's, 0 No's, 2 Abstentions

General

- It's important that committees complete any pending 2018 projects and that ALL project bills/invoices be paid in full to ensure they hit this year's budget
- We are in the process of fully funding reserve accounts for the year. Moving forward, I will move the Board to fully fund in June/July once the bulk of payments are received
- We need to vote on the attached proposed 2019 budget for presentation to the public at the November 17, 2018 meeting

Easement

- Current year Easement fee payments are at 76%. Total easement income is at 94%.
- Utilities are running at 72%, which is on track.
- Parklands Expense is now at 39% of allowable spend.
- Office expenses is at 100%.
- We have only spent \$639.75 of the contingency fund.

POA

- My goal is to have the UGLPOA operating account currently at Lakeland transferred over to Columbia by the end of the year.
- 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 117%.

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Motion to move to Executive session by Karen Sarnowski at 8:51 PM. Seconded by Nicole Gerace.

Approved by acclimation.

Motion to leave Executive session by Nicole Gerace at 9:11 PM. Seconded by Jim Patton.

Approved by acclimation.

Unfinished Business:

Committee Reports:

A) Activities:

Discussion continued from last month for the PTA to use the clubhouse at a reduced rate.

Motion by Dennis Decina to allow the PTA to use the clubhouse on Friday nights, as long as it does not impact the schedule. Seconded by Jim Patton.

10 Yea's, 0 No's, 2 Abstentions

B) Beach:

No report.

C) Boathouse:

D) Clubhouse:

E) Dam:

With the valve open in October we were able to lower the Lake Depth down to the permitted - 54 inches by the end of the month and thus achieve our planned hold depth on November 1st. However, a virtually unprecedented volume of water flowed into the Lake following flash flooding in the area and up to 4 inches of rain over the first weekend of November. The level rose to -39 and an email was sent to residents explaining a modified drawdown until 12/2/18. Despite the valve remaining fully open we were not able to lower the Lake at all over a 5-day period. With more rain in the forecast it was decided that due to high water levels the Dredging and Bulkhead work could not proceed this year.

The new Operator is scheduled to be installed on November 14th.

F) Bylaws Rules & Regs:

We need to include communication in the billing for 2019 of the approved change to the number of motorized boats one property will be allowed.

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We have received a suggested policy for Alternative Dispute Resolution along with some communication regarding same from Jim Romer's Office and Paul and I will be looking at that more closely and drafting a policy for adoption by the board in the upcoming months.

As mentioned last month, Paul is willing to head this committee and I would like to see that formally accepted.

G) Docks:

All requested Dock Repair Applications have been responded to and approved with the exception of three: one that requires a bulkhead repair or modification and DO will be assigned a temporary relocation space until the bulkhead issues are addressed due to the dangerous condition that is present (per the DO), one that we do not have documentation of Dock size which is important since any oversized docks must be corrected during repairs. This DO will be contacted this week for further clarification. The last applicant is one of the two people discussed a couple of months ago that the board agreed that his dock should be reassigned to his lakefront backyard rather than taking a spot that would be assignable to any member since it is accessible parklands. I have penned a letter and am awaiting Exec's approval/comments before sending. Once this is completed the second DO that, we also approved to reassign dock location will be notified.

Plan to work on the dock list to try to whittle it back down as much as weather will allow in the weeks before 2019. The list has grown again, Also need to review assignees and dock installations from earlier assigning this season.

Am making arrangements to have an area surveyed and cleaned up of dumped garbage and yard clean up material and work on creating a new accessible area for a couple of docks. At a minimum will get survey completed. Area is at Asbury Ct., east side of lake in Yardville Cove.

DO = DOCK OWNER

H) Dredging:

A sub group of board members made a decision to close the dam valve and end dredging due to excessive rainfall. It was noted that this should be reviewed by the Board in the future, unless it is an emergency situation. The sub group felt it was an emergency and the valve needed to be closed.

I) Easement:

Paul Donoghue has accepted the role of Easement Chair, with others to fill in for monthly Easement meetings and minutes at Public Meetings as necessary.

J) Entertainment:

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K) Environmental:

Andrew Quirk spoke about placing signage around the lake for things such as not feeding waterfowl, etc.

The Environmental Committee has decided to meet most months on the last Wednesday. At our last meeting it was decided that our top priorities would be a new Lake Management and Restoration Plan, and ongoing Water Quality testing. We are seeking advice from the Highlands Commission and starting to collect three bids from Contractors.

Fish Salvaging was discussed after meeting with two members of the Fishing Club and meetings with Larry Kovar. The latter surveyed the Lake and reported that no adverse effects had occurred. The Committee will attempt to produce a Timeline of steps required for Fish Management in any future Dredging Projects

It was agreed that Egg Addling will be pursued again next year once we have the required permit.

L) Legal:

M) Insurance:

No news to report, insurance-wise this month. Insurance company did request a clarification of our salaries for workman's comp, which Tanya provided to me, and I forwarded to them.

N) Master Plan:

O) Parklands:

Encroachments subcommittee:

Most committee members met briefly this month to discuss plan of action and we will be tackling the most egregious cases of Parklands usurpment with letters. Until we have a budget, we are a bit limited in addressing but we will do what we can. Will be looking at parking of any motorized vehicles (boats and cars) on parklands. The committee also discussed and would like to have approval for a rule that allows for the temporary storage during the off-season months of floating docks on parklands at assigned dock area. We want to support people using floating docks because we believe that they are better for the lake: they will not end up on the lake bottom or breaking apart during the winter and littering the lake bottom. They generally are more aesthetically pleasing and tend to be better cared for due to the investment that a DO makes in them.

P) Publicity & Public Relations:

Q) Security:

No report.

R) West Milford Lakes Association:

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Attended the most recent WMLA meeting that included a presentation by Highlands Commission (HC) encouraging Lake Associations in West Milford to use the Commission for planning Lake Management Studies and as a resource for writing Grant Applications. UGLPOA Executive Committee have discussed this and are in favor of the Environmental Committee working with the HC.

NJCOLA meeting was attended by Kathy Straubel on 11/10/18

S) Weeds:

Question arose as to need for weed treatment prior to lake drawdown.

Needed to treat for next year's emergent population.

Draw down has variable success for weed treatment depending on many factors. Only some weeds respond to freezing. others will have no effect and others will increase. This is dependent on their location, how long frozen for what duration among many other environmental factors.

Whatever is treated by draw down will make more nutrients available for algae and freeze resistant weeds.

Needed to treat weeds to make room for fish in their confined spaces to improve survival during draw down.

Algae was also treated at that time.

RFP's sent out for weed control and water quality monitoring to three vendors.

It is felt that more recently, lake weed treatment should be one of algae control to prevent HABs, water quality and lake restoration. Probably should be part of environmental committee or some other water quality / habitat committee.

T) Ad Hoc Committees:

NEW BUSINESS:

Discussion on Firehouse winter boat storage rental. Decision to stop winter boat storage rental starting next session will stand.

**Motion to adjourn the meeting by Karen Sarnowski at 9:33 PM. Seconded by Nicole Gerace.
Approved by acclimation.**

Respectfully Submitted by Paul T. Donoghue