

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES MEETING
November 11, 2014**

ATTENDANCE:

Bartyzel, Ken	P	Jones, Jim	P	Veninger, John	P
Burr, Rob	P				
Colnaghi, Warren	P	Manzo, Rene	E	Zielinski, Gary	P
Fineman, Andy	P	Nietzer, Laura	P		
Horn, Jason	E	Sarnowski, Karen	E	Pojedinec, Jane	P
		Straubel, Kathy	P	Decina, Dennis	P
Igielski, Edward	P	Quirk, Andrew	P	Guglielmo, Paul	E
				Martucci, Greg	P

P= Present E = Excused A= Absent

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

With a quorum present, the meeting was called to order at 7: 23pm by President John Veninger.

Public Session:

See audit committee report.

A motion was made by Andy Fineman and seconded by Dennis Decina to approve the regular meeting minutes from October, 2014.

9 yeas; 0 nos; 4 abstentions

A motion was made by Andy Fineman and seconded by Rob Burr to approve the executive session minutes from October, 2014.

9 yeas; 0 nos; 4 abstentions

Membership Secretary's Report:

Karen Sarnowski reported via email that Tanya has been tracking properties with past due balances. She will begin notifying realtors about which houses on the market have balances.

Karen Sarnowski reported via email that there are 1459 paid Easement member and 626 paid POA members at this time. The projection for the POA membership was 601, so we exceeded our projection.

Treasurer's Report:

Rob Burr reported that the POA budget looks fine and the committee budgets are in line for the last quarter of the year.

Easement – Spending is in line with the budget at this point.

A motion was made by Greg Martucci to approve the October financials. The motion was seconded by Andy Fineman.

14 yeas 0 nos 0 abstentions

Correspondance

None

Unfinished Business:

Graffiti on township property: Karen Sarnowski and Tanya are looking for a contractor to deal with this

Unpaved roads: No new information

Review of Master Plan submissions: Jane Pojedinec will assist chairs in completing their master plan submissions.

Bulkhead: No Report

SPECIAL PROJECTS

Short Term Projects: none

Long Term Projects: none

COMMITTEE REPORTS:

Activities: . The Halloween party was very successful. Attendees were asking if a New Year's Eve

party could be planned.

Beach: Laura Nietzer reported that she is concerned with the budget for salaries for next year, as there will be an extra week in the summer. She has contacted Sullivan to determine if they can take out the swim platforms and put them back in for the summer.

Boathouse: . Rob Burr reported that he would like to hire someone for \$400 to clean out the debris in the boathouse. Additionally, a garage door needs to be fixed. John Veninger suggested earmarking money coming in to pay for new garage doors.

By-Laws/Rules/Regs: No report

Clubhouse: Security cameras have been installed in and around the clubhouse and pavilion. It was discussed that more signs need to be put up in clubhouse, etc. notifying the public of the cameras. Additionally, the rental contracts should mention the use of video surveillance.

Gary Zielinski reported that Barbarese Contractors keep delaying the start of the beam installation project. John Veninger suggested giving a three week deadline to Barbarese and if they don't start construction by the deadline we want our deposit returned.

Tanya ordered a dropbox for payments.

Computers: No report

Dams: No report

Docks: Ed Igielski reported that there needs to be a regulation in the rules/regulations prohibiting the use of bubblers on the lake. They create a danger for anyone using the ice.

Dredging: No report

Easement: An Easement meeting was held on November 11, 2014 at 7pm. (see Public Session)

Encroachment: Jane Pojedinec reported that the residents at 141 Point Breeze Dr. do not own the old fence near their property. Jane will contact the other homeowner about the fence and shed which are encroaching on parklands.

Environment: The clean-up day was very successful. In addition to a few committee members, a cub scout troop participated in the clean-up.

Entertainment: Warren Colnaghi announced the board dinner will be held on November 21, 2014 at Fratelli's in Warwick. The cost is \$45 per person.

Executive: John Veninger asked for a volunteer to be in charge of writing a hiring procedure to be used going forward. Jane Pojedinec will write the procedure and with Tanya's assistance.

Insurance: No report.

Legal: The clubhouse committee posed a question to Jim Romer about how to legally handle the cameras in the clubhouse. Jim recommended that the cameras only be used for video, not audio; they

should not be placed where there is a reasonable expectation of privacy, i.e. bathrooms; ;and that a sign be placed in the clubhouse to alert the public about the use of video surveillance.

Master Plan: . Jane Pojedinec will reach out to chairs that haven't submitted initial plans. She will resend the master plan documents to the chairs. She will also send a list to John Veninger of committees still missing drafts. John discussed having a work session at the next meeting for master plans.

Parklands: Jim Jones spoke about scheduling a meeting with Jane Pojedinec to discuss the use of the area behind the old firehouse. He also restated his intention of paving the parking lot of the firehouse after the storm drain retrofitting is complete.

Publicity: Ed Igielski stated that the website is up and running. It will have a FAQ page. He would like to include a photo and/or a short bio of each board member.

Newsletter: Dennis Decina would like a submission from each committee for the email newsletter. He is asking for them to be brought to the next meeting.

Security: No report

Stumps: Jim reported that there are a few more stumps that need to be removed.

Township: No report

Weeds: No report.

Ad hoc committees:

Storm drains: The third quarter report was received from the township. Sediment structures with priority A, B and C outfalls were inspected and cleaned as necessary. Bids have been received for the retrofits at Audobon cove and Firehouse cove. A recommendation was sent to the town council to vote upon.

Jim Jones reported that he met with Eric from the DPW who explained that a drain will be placed on top of the basin in the parking lot at Firehouse cove in order to retrofit it. When that work is complete Jim would like to be able to level and pave the parking lot.

Independent audit committee: Jane Pojedinec and Arlene Bartyzel reported that the committee hasn't received the amended 2012 audit report. Tanya will request this from the accountants. Karen Sarnowski requested help to "clean up the books", but the audit committee and Karen have not been in contact at this point. Karen and Tanya have been having trouble finding a collection agency that will work on the payment basis of charging the debtor for the collection fee. Jane will assist looking into this. The audit committee would like a financial advisor to present to the board about options for investing. Jane has contacted accounting firms and hasn't found another firm with

similar or better rates than the one we have now. John Veninger explained that we as a board are not required to post any documents. We are required to give a hard copy of documents to a member who requests them.

New Business:

Easement budget for 2015: Since there has been a decline in the number of easement properties, from 2101 to 2069 properties, the easement payment will need to be increased from \$184 to \$187 for 2015. It should be kept in mind that this trend could be problematic if it continues.

A motion was made by Jane Pojedinec and was seconded by Jim Jones to adjourn the meeting at 10:00pm.

Approved by acclamation.

Respectfully submitted by Kathy Straubel