

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES MEETING
December 16, 2014**

ATTENDANCE:

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

P= Present E = Excused A= Absent

Attorney Present: James Romer yes no

With a quorum present, the meeting was called to order at 7: 23pm by Vice- President Jason Horn.

Public Session:

A motion was made by Greg Martucci and seconded by Ed Igielski to approve the regular meeting minutes from November, 2014.

9 yeas; 0 nos; 2 abstentions

Membership Secretary's Report:

Karen Sarnowski reported that there are currently 607 POA memberships with 22 tenants and specials for a total of 629 POA memberships. This is in line with the projected numbers. At this point, \$5000 has been collected in late fees. The easement has collected \$51,000 in past dues due to Tanya's diligence in following up on foreclosures and houses that have sold in the community. She is still searching for a collection agency. Karen met with Tanya about how to categorize the collectibles that we have on our books. They are working on investigating QuickBooks as a database for use in billing.

Treasurer's Report:

Rob Burr reported through an email. The POA is within budget. Chairs of committees are asked to bring their 2015 budget figures and requests to the January meeting.

The easement budget reflects a surplus comprised primarily of weed funding, insurance cost under-runs, the still-to-be-hired part-time employee, environmental, de-silting and stumps. At the end of the year we will transfer more money into the stump sinking fund. The \$127,959.68 shown is going to drop by half after the weed pre-buy and payment to stumps. Rob recommends we move the 2014 de-silting money to the dredging sinking fund. He recommends that the Parklands committee contract tree removals up to \$7000.

In response to an audit committee recommendation that the board use a financial advisor, Rob mentions that it is important to note that as a board we are risk averse. He would like a motion to be made to create a policy that the board only invest money into FDIC insured accounts or investments. The board decided to table this for further discussion.

John Veninger and/or Karen Sarnowski need to stop at Hudson City Bank to sign the signature card so the current balances can be protected.

The board should discuss a weed pre-buy. Chairs should spend what remains in their budgets before year-end and get receipts to Tanya before the books get closed.

Rob would like budgets from chairs for 2015 and 2016 for the January meeting.

Jane Pojedinec made a motion to move the money from the de-silting line item to the dredging fund. Laura Nietzer seconds the motion.

13 yeas 0 nos 1 abstention

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: Dennis Decina discussed having a contractor come in to present about graffiti removal on the dam at the January meeting.

Unpaved roads: No new information

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

Bulkhead: See Parklands

SPECIAL PROJECTS

Short Term Projects: none

Long Term Projects: none

COMMITTEE REPORTS:

Activities: . Kathy Straubel reported that Breakfast with Santa was a huge success. A big thank-you to Jason Horn for running it and Tanya for decorating, etc. and Greg Martucci for taking pictures! Comedy night will be held on February 7, 2014.

Beach: Laura Nietzer reported that she'd like to thank Gary Zielinski, Jim Jones and Ken Bartyzel for getting the swim platforms out of the lake.

Laura Nietzer made a motion for a one -day beach access family pass for new homeowners. Andy Fineman seconds the motion.

12 yeas; 0 nos; 2 abstentions

Boathouse: . Rob Burr reported via email that all winter storage has been paid. A programmable combination lock will be installed next week. The boathouse has been cleaned out. Jim Jones mentioned that the garage door needs to be fixed ASAP. John Veninger mentioned that the arborvitaes at the boathouse are leaning over and should be cut so they don't crack.

By-Laws/Rules/Regs: No report

Clubhouse: Gary Zielinski reported that Barbarese Construction Co. says they will deliver the materials for the beam replacement project. Ken Bartyzel reported that the camera system installation is complete. John Veninger asked that our contractor who snow plows should plow a strip in front of the UGL sign so the sign can be changed during winter weather.

Computers: No report

Dams: Ed Igielski reported that the dam is currently in the middle of the biannual inspection.

Docks: No report

Dredging: Rob Burr emailed that he and Karen Sarnowski would like to get it in writing from the state that what we are doing is de-silting, not dredging, so we wouldn't need state permits.

Easement: An Easement meeting was held on December 16, 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 reported that the shed of the neighbor, 145 Point Breeze Dr., is on parklands. John Veninger suggests that we notify the property owner of the encroachment so that when the shed and fence have to be replaced they not be put on parklands. A letter should be sent saying that

the shed and fence will need to be removed if the property is sold or when the structures are at the end of the service life.

Environment: Andrew Quirk reported that the state watershed ambassadors will work with us in the spring to monitor stream water quality that feeds into the lake. A spring clean-up will be scheduled with the township in the spring. A discussion was had about merging the wildlife Facebook page onto the UGLPOA website. It was decided that we would wait until we heard from the state about our de-silting project.

Entertainment: No report

Executive: No report

Insurance: No report.

Legal: No report

Master Plan: . Jane Pojedinec will reach out to chairs that haven't submitted initial plans. Please have master plans by the February meeting. A discussion ensued that policies that are voted on during a meeting should be listed in a separate document.

Parklands: Karen Sarnowski discussed hiring an engineering firm to design the bulkhead. Paul Guglielmo has contacted a company to build a steel bulkhead. He received a quote for ~\$137,000 dependent on finalized plan + permitting. Rob Burr recommends that a rough amount is set aside for the bulkhead installation + engineering of the project.

Jane Pojedinec made a motion to set aside in restricted funds \$195,000 from easement and \$30,000 from POA funds for the bulkhead construction. Any unused money will be returned to each respective general fund. Ken Bartyzel seconds the motion.

14 yeas; 0 nos; 0 abstentions

Jim Jones reported that he just took down a tree over by the first Lakeshore Dr.

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 would like to publish the newsletter in February so everyone should bring their submissions to the January meeting.

Security: No report

Stumps: Jim Jones reported that the barges are on the beach.

Township: No report

Weeds: Karen Sarnowski discussed that we have a large amount of money left in the weeds budget since only \$12,000 was spent this year. This will decrease when the pre-buy is done for next season.

Ken Bartyzel made a motion to have the weed committee pre-buy \$20, 000 of chemicals, Gary Zielinski seconded the motion.

14 Yeas 0 nos 0 abstentions

Ad hoc committees:

Storm drains: .John Veninger will email Julia Held to have her talk to Eric at the DPW about why the storm drain retrofits haven't been started.

Independent audit committee: No report

New Business: Jane Pojedinec wrote up a document for a new hiring process. She will also amend the application to reflect that random drug testing is possible.

A motion was made by Jane Pojedinec and was seconded by Jim Jones to adjourn the meeting at 10:13pm.

Approved by acclamation.

Respectfully submitted by Kathy Straubel for approval.