

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES Regular Meeting Minutes
September 12, 2023**

Attendance

Becker, Heather	E	Grayson, Doug	P	Quirk, Andrew	P
Carrubba, Ysabel	P	Jones, Jim	P	Sarnowski, Karen	P
Culhane, Margie	P	Lizotte, Travis	P	Tonnessen, Linda	P
Cytowicz, Will	P	Manzo, Rene	P	Zielinski, Gary	P
Ezratty, Steven	E	Morrison, Debra	P		
Giannantonio, Anthony	P	Nicosia, Jessica	P	Open seat	
Gianniotis, Terry	P	Nietzer, Laura	P	Open seat	

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

Attorney Present – James Romer Y/N

Public Session:

Jason Hartig presented himself as a candidate for the board. There were questions from the board and then Jason was excused so discussion could be had during the board meeting.

With a quorum present, the meeting was called to order at 6:40pm by Will Cytowicz.

A motion was made to approve the August 2023 Regular Meeting and Executive Session Minutes at 6:42pm by Margie Culhane, seconded by Laura Nietzer.

In Favor 11 Abstentions 4 Opposed 0

A motion was made to approve the June 2023 Public Meeting Minutes at 6:44pm by Margie Culhane, seconded by Anthony Giannantonio.

In Favor 10 Abstentions 5 Opposed 0

A motion was made to approve the August 2023 Public Budget and Election Meeting Minutes at 6:49pm by Margie Culhane, seconded by Doug Grayson.

In Favor 9 Abstentions 0 Opposed 6

Correspondence:

1. Lauren Englemen has resigned from the board. The Board would like to thank Lauren on behalf of the UGL community for her service and appreciates her contributions.

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES Regular Meeting Minutes
September 12, 2023**

2. Terry Gianniotis has resigned from the office of President and as chair of the Easement Committee. The Board would like to thank Terry on behalf of the UGL community for her volunteerism and appreciates her continuing on the board in her role as Legal Chair.

3. Notice of Short-Term Rental permits was received from the town. Property owners will be notified of the UGLPOA's STR policy.

4. A notice was received from the town about pumping the Clubhouse septic, which has been done already, so a copy of the permit will be sent.

Treasurer's Report:

Jess reported on the audit. She had a good dialogue with them and is happy with the result. Tanya also reviewed it. Since we passed the credit card policy, we have received a Columbia Bank credit card and have ordered one for the office to keep. These have spending limits and monitoring set up as per the policy. We've also set up on-line banking so we can easily pay balances and monitor bank accounts on a daily basis.

A cash usage study was prepared using the most recent (8.21) balances and information and the easement can support just under 2 years of budget with current available cash. This excludes sinking funds balances and required payments, which is good news.

As of July 31, the easement RBC accounts have generated \$28K in interest.

A motion was made to approve the 2022 Audited Financial Statements at 7:16pm by Jessica Nicosia, seconded by Anthony Giannantonio.

In Favor 13 Abstentions 2 Opposed 0

A motion was made to approve the July 2023 monthly financials at 7:18pm by Jessica Nicosia, seconded by Rene Manzo.

In Favor 12 Abstentions 3 Opposed 0

Membership Secretary Report:

In discussion with Tanya regarding the high numbers of easement members not paying from 2022 to 2023, it is thought to be due to our not sending follow-up billings to those

UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES Regular Meeting Minutes
September 12, 2023

non-paying Easement members. Typically, a late payment letter goes out to them around April-May, and then we send another late payment letter later in the summer. Those letters were delayed due to having to accommodate changes that TOPS required in the data transference timeline. Twice Tanya had the books, which includes all up-to-date payments for members, ready for transference over to TOPS, so twice she was essentially holding off sending the letters until that was completed.

ELECTION OF OFFICERS:

A motion was made at 7:35pm by Karen Sarnowski, seconded by Jessica Nicosia, to nominate a slate of officers as follows: President, Will Cytowicz, Vice President, Laura Nietzer, Membership Secretary, Karen Sarnowski, Recording Secretary Margie Culhane, and Treasurer Jessica Nicosia. The motion was tabled in favor of an office-by-office vote.

President:

Gary Zielinski nominated Doug Grayson, seconded by Anthony Giannantonio
Karen Sarnowski nominated Will Cytowicz, seconded by Laura Nietzer

Vice President:

Doug Grayson nominated Anthony Giannantonio, seconded by Terry Gianniotis
Karen Sarnowski nominated Laura Nietzer, seconded by Will Cytowicz

Membership Secretary:

Anthony Giannantonio nominated Terry Gianniotis, seconded by Doug Grayson
Laura Nietzer nominated Karen Sarnowski, seconded by Jessica Nicosia

Treasurer:

Karen Sarnowski nominated Jessica Nicosia, seconded by Anthony Giannantonio

Recording Secretary

Karen Sarnowski nominated Margie Culhane, seconded by Anthony Giannantonio

Results (ballot counters Jessica Nicosia and Margie Culhane):

Doug Grayson, President
Anthony Giannantonio, Vice President
Terry Gianniotis, Membership Secretary
Jessica Nicosia, Treasurer
Margie Culhane, Recording Secretary

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES Regular Meeting Minutes
September 12, 2023**

Doug congratulated the new Executive Committee members.

A motion was made to enter Executive Session at 7:56pm by Debra Morrison, seconded by Travis Lizotte.

In Favor 15 Abstentions 0 Opposed 0

A motion was made to exit Executive Session at 8:55pm by Laura Nietzer, seconded by Anthony Giannantonio.

In Favor 15 Abstentions 0 Opposed 0

Extensive discussion was had about the Easement Budget to be presented to the Board in October. Easement Public Meeting will be on Saturday, December 2nd.

A motion was made at 9:31pm to waive the Clubhouse rental and cleaning fees for the Julia Held memorial on October 28, 2023 by Laura Nietzer, seconded by Jim Jones.

In Favor 14 Abstentions 0 Opposed 0

A motion was made at 9:31pm to waive all fees for Clubhouse rental for the UGLPTA yearly dinner and the yearly 5th grade party by Anthony Giannantonio, seconded by Ysabel Carrubba.

In Favor 14 Abstentions 0 Opposed 0

A motion was made at 9:36pm to nominate Jason Hartig to the board position expiring in 2024 that was David Larsen, pending verification that he is a member in good standing, by Anthony Giannantonio, seconded by Travis Lizotte.

In Favor 14 Abstentions 0 Opposed 0

Doug Grayson appointed Travis Lizotte as the new chair of the Boathouse Committee.

UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES Regular Meeting Minutes
September 12, 2023

Committee Reports:

A) Activities: Heather Becker, no report

B) Beach: Linda Tonnessen no report

C) Boathouse: Doug Grayson no report

D) Clubhouse: Anthony Giannantonio and Gary Zielinski

Clubhouse is revisiting bids obtained in early summer for clubhouse maintenance repairs as part of capital budget as mentioned at August public POA meeting.

Collecting bids from local UGL contractors.

E) Dam: Andrew Quirk

Weeds were removed from the outflow weir in preparation for hurricane season.

F) Bylaws, Rules & Regs: no chair, no report

G) Docks: Karen Sarnowski

Assigning has slowed since the last meeting with the Dock Chair out of town, but it will resume now.

Need a dock removed that is in disrepair but repairable and needs to be reduced to conforming size. Located at south end of Racetrack Drive on Racetrack Cove side. Dock is very identifiable as being in disrepair-wracked and unable to walk on. Dock also needs to be removed to allow for better spacing in this area for new assignees that are in walking distance to the area due to the severe curve and narrowness of parklands (this is the area where the Arvidson's had their last dock). and moving this dock will allow me to move forward with assigning here.

H) Dredging: Will Cytowicz no report

I) Easement: Terry Gianniotis no report

J) Entertainment: no chair, no report

K) Environmental: Andrew Quirk

A FluoroSense with Phycocyanin optics has been ordered to detect toxins related to cyanobacteria. Weed growth was cut back at the storm water stream entering Dover Cove so that the area can be assessed for future projects.

UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES Regular Meeting Minutes
September 12, 2023

Phytoplankton identification and enumeration took place on samples taken from 3 sampling sites. The results were in keeping with this annual August testing. Larry Kovar also inspected the Lake for any potential HAB and his observations and the results of the blue green algae cell counts did not raise any concerns. The cell count in Witte Cove was 15,828 cells/ml, Middle of the Lake 1,617 cells/ml and the mouth of the swamp inflow was 24,993 cells/ml.

L) Insurance: Debra Morrison no report

M) Legal: Terry Gianniotis FOR EXECUTIVE SESSION

N) Master Plan: no chair, no report

O) Parklands: Jim Jones

Bulkheads: Andrew Quirk

Met with property owner on Oldwick Court.

Encroachments: Will Cytowicz

Bids are being sought for removal of the defunct boat/trailer and pontoon.

P) Publicity & Public Relations: no chair, no report

IT - As mentioned last time, the meetings with TOPS have begun. We have sent our data to TOPS for conversion. Tanya and Steve learned how to customize the software and add our own custom fields to the tables and screens. Now Tanya will work to determine what the custom fields will be. Recommendation was to have one boat field, dock field, ATV Field, etc. to make searching easier. Most of the database work is with TOPS until Tanya returns.

Changes were made to the website navigation. Pages that were once combined are now single pages. The menu structure is now more explicit with new headings added. In other words, easier to locate articles.

Q) Security: Laura Nietzer

The month of August was relatively quiet. Police were on the lake twice and wrote several violations. UGL Day went well on the water, with no issues.

No Fires or Barbeques signs are up on Blueberry Island and the island across from Witte Road where we have had issues in the past.

UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES Regular Meeting Minutes
September 12, 2023

We have received the State police report for the boating accident at the end of July. The WMPD report requires a form to be filled out. One of the Executive Committee members will go down to request it.

There was an incident of a property owner emptying a pool, or a portion of pool water, into the lake. Pool companies and property owners are not to empty pools into the lake or the storm drains that go into the lake.

R) Stumps: Jim Jones no report

S) Weeds: Rene Manzo

Concerns about a harmful algae bloom were raised. Surveyed the lake with Larry Kovar and took several samples. No algae bloom was present.

The water circulation device in Audubon Cove remains on with improved water circulation in the region. Attempts at placing an electrical service at the Lakeshore have not been very fruitful. Orange and Rockland do not seem interested.

We may treat the lake in September for weeds. There is no treatment possibility after September by state rules. Concern about the possibility of another warm winter with an absence of lake freezing and snow, which prevents weed growth over the winter. The risk of causing a algae bloom in September from weed treatment will be low at this time.

T) West Milford Lakes Association: Andrew Quirk, representative
No meeting.

U) NJCOLA: Andrew Quirk, representative
No meeting.

A motion to adjourn was made at 9:41 by Anthony Giannantonio, seconded by Laura Nietzer. Approved by acclamation.

Respectfully submitted,
Margie Culhane, Secretary