

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION  
BOARD OF TRUSTEES Regular Meeting Minutes  
October 8, 2024**

**Attendance**

Burr, Rob	P	Gianniotis, Terry	P	Nicosia, Jessica	E
Culhane, Margie	P	Goebel, Emma	P	Nietzer, Laura	P
Cytowicz, Will	E	Grayson, Doug	P	Quirk, Andrew	E
Decina, Dennis	E	Hartig, Jason	P	Sarnowski, Karen	P
Denistran, Michele	P	Jones, Jim	P	Smith, Don	P
Ezratty, Steven	P	Lizotte, Travis	E	Tonnessen, Linda	P
Giannantonio, Anthony	E	Manzo, Rene	E	-----	

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

Attorney Present – James Romer   Y/N

**Public Session:** no attendees

With a quorum present, the meeting was called to order at 6:38pm by Doug Grayson.

New trustee Emma Goebel was welcomed to the Board.

For 2025, the UGLPOA Public Informational Meeting will be on June 8<sup>th</sup>, and the UGLPOA Public Budget and Election Meeting will be on August 16<sup>th</sup> followed by the annual hot dog roast on the beach.

Doug appointed Michele Denistran as Insurance Committee chair, which was approved by the Board. Doug appointed Emma Goebel as PR Committee chair, which was approved by the Board.

Laura presented the proposed updates to the Bylaws for board discussion and approval. See the Bylaws Committee report below for details.

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**A motion was made to approve the September Regular Meeting and Executive Session Minutes at 6:56pm by Margie Culhane, seconded by Rob Burr.**

**In Favor 10   Opposed 0   Abstentions 2**  
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**Treasurer's Report:** no report

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**Membership Secretary Report:**

	Sept	Sept	
Membership Numbers:	2024	2023	Diff
POA Members	782	768	14
Double dock	7	10	-3
Total POA	789	778	11
Tenants (Renters)	14	15	
Specials (Stevens' Estate)	8	8	
Total Tenants & Specials	22	23	
Total POA, TEN, SPC	811	801	10
Total Easement	1520	1521	-1

**Committee Reports:**

A) Activities: Linda Tonnessen

- Oct. 20<sup>th</sup> - Trunk or Treat at the Clubhouse
- The Craft Fair was a big success with a good turnout, and everyone had fun.
- Comedy Night will be November 16<sup>th</sup>.

B) Beach: Linda Tonnessen no report

C) Boathouse: Travis Lizotte no report

D) Clubhouse: Anthony Giannantonio

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A motion was made at 7:48pm to approve the UGLPTA Clubhouse rental for the Volunteer Dinner with a free rental and only pay for steward on May 15, 2025 by Terry Gianniotis, seconded by Laura Nietzer.

In Favor 12   Opposed 0   Abstentions 0

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A motion was made at 7:49pm to approve UGLPTA Clubhouse rental for the 5<sup>th</sup> Grade Dance with a free rental and NO steward fee for May 30. Clubhouse Committee will steward, by Terry Gianniotis, seconded by Laura Nietzer."

In Favor 12   Opposed 0   Abstentions 0

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A motion was made at 7:50pm to enter Executive Session by Laura Nietzer, seconded by Karen Sarnowski.

In Favor 11   Abstentions 0   Opposed 0

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**A motion was made at 8:26 to exit Executive Session by Laura Nietzer, seconded by Rob Burr.**

**In Favor 12   Abstentions 0   Opposed 0**

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E) Dam: Andrew Quirk no report

F) Bylaws, Rules & Regs: Laura Nietzer

We discussed the descriptions of Committees in the Bylaws, and we are looking into whether it is possible to extend our membership in some way. The Board discussed and approved the following changes to these Articles:

Article 6 - Section 4 – Treasurer’s Duties

**Remove ‘at the annual meeting’ and replace with “as soon as available” so it reads: Give a complete financial report, which has been audited, as soon as available.**

Article 6 - Section 5 – Membership Secretary’s Duties

**Add “Work with the office to” keep a record of all dues-paying members and of all easement holders and the payments to the Easement Maintenance Fund.**

Article 6 - Section 5 – Membership Secretary’s Duties

**Reword this part: “Send easement and membership bills when due.” So it reads: “Ensure that the easement and membership bills are distributed annually, along with any needed late notices.”**

Article 7 - Committees: revised the following parts of the Executive Committee:

**Remove “in January” from the following and replace it with “8 weeks before the scheduled POA and Easement budget vote meetings” So it reads: All committees must submit their budgets for the next calendar year to the Executive Committee 8 weeks before the scheduled POA and Easement budget vote meetings.**

**Revise “All expenditures over \$2,000.00” so it reads “All expenditures over \$5,000.00 shall require a written bid by at least two suppliers.”**

Article 7: Committees

**Add IT Committee with the following description:**

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Design and implement innovative IT solutions that enhance our organization's productivity, efficiency, and security. Ensure the use of modern technologies and best practices to deliver high-quality IT services and support. Coordinate and facilitate IT-related functions including but not limited to cloud-based systems, databases, data integration, websites, hardware, and software.

**Add Insurance Committee**

**Revise Section 4 to be named Section 3** –Special/Ad Hoc Committees (there is no section 3 for some reason)

G) Docks: Karen Sarnowski

The month of September has been a bit of wrapping up assignees, reaching out to those with issues and trying to wrap up the season. Have ongoing projects that are being done by Phil with dock removals and dock building and installs. Working closely with Environmental Committee on areas for Rain Gardens and identifying erosion issues around the lake, of which there are many. October and into November will continue the same and hopefully close out all dock installs/projects before the winter months arrive. Our new community area at 51 Racetrack is ready for new docks and work will continue in this area to get these spaces assigned. Bulkhead and tree work was just completed and it looks great! Additional planting will be done with some flowers going in for next summer's bloom. A price has been requested for Kayak/Paddleboard/non-power watercraft storage racks from Barbaris, and hopefully a sturdy and well sized rack for at least 6 or more watercraft to be stored in one area will come in at an affordable price so we can implement targeted "community areas" for both storage and launching in various locations around the lake. Discussion has commenced on implementation on the membership side coupled with Dock Sharing. More discussion will follow as it is all thought out and the financial piece is evaluated. Dock-related issues additionally reported under Executive Session.

H) Dredging: Will Cytowicz

The Sediment Sampling and Analysis Plan's core sampling is scheduled for Thursday, October 17. A preliminary list of information will be distributed for the board for feedback in order to develop the Master Plan for the Dredging Committee.

I) Easement: Will Cytowicz

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The Annual Easement Meeting will be Nov. 23<sup>rd</sup> so budgets and reports should be submitted to the Committee soon. Additional topics that will need to be discussed and/or voted on at the budget meeting will be:

- The Easement voting on the approval of reimbursing the POA for covering legal fee overages.
- A motion to have the Easement assume the full ownership of Block 2018, Lot 7 on Burrow Road.

J) Entertainment: no chair, no report

K) Environmental: Andrew Quirk

The Committee met and discussed the following topics.

1. Lake clean-up. It is not known at this point if the Dredging Committee will have the necessary permitting in place for a large drawdown in the Fall of 2025 but the Committee has several objectives for when it happens.
2. Karen Sarnowski, James Lyons and Andrew Quirk met with Amy Rowe from Rutgers University and looked at two potential rain garden locations. Discussions are ongoing with the FD about drafting access at Dover Cove.
3. Blueberry Island and proposed porta-potty for renters.
4. Geese control.
5. Gray water and swimming pool contents being discharged into storm drains that feed into the Lake
6. Bulkheads, coir log location and erosion control
7. Review of water quality monitoring, dissemination of testing results and advice through the POA website.

L) Insurance: no chair no report

M) IT: Steve Ezratty

Did a reset on the website, spoke with Enumerate in Clearwater who were the bullseye. Request that we put up a thank you on the website and list the vendors who support activities like UGL Day.

N) Legal: Terry Gianniotis FOR EXECUTIVE SESSION

O) Master Plan: Rob Burr no report

P) Parklands: Jim Jones no report

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Bulkheads: Andrew Quirk

The Committee has received numerous inquiries from Contractors and Residents about when the next drawdown will occur. The response given is to expect it when dredging occurs next year in 2025.

Discussions continue with HO at 177 Point Breeze about how to remove concrete slabs and an illegal deck on Parklands.

The Committee was contacted by the daughter of a tenant at 127 Lakeshore Drive that had trees come down in the Straight-Line Wind event in May. The tree trunks have been removed but enormous stumps remain on Parklands. When the trees were blown down the bulkhead was destroyed. We will talk with the Landlord.

A resident at 249 Point Breeze Drive wants to repair his bulkhead that consists of crumbling railroad ties. Committee members met with him on October 6<sup>th</sup>.

Encroachments: Will Cytowicz

The committee will be tentatively meeting on Thursday, October 17 at 7pm. We will be discussing current encroachments, the master plan, and the aerial survey.

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

R) Security: Laura Nietzer

The boat that was trespassing on the lake and impounded was returned to the owner. A letter was shared, and signed by the boat owner, recognizing that he knows he was trespassing on our lake and if it happens again that he will be charged with trespassing.

Security will be purchasing a trailer for the jetski.

We will be discussing the quotes for a new Yamaha F115 engine for the security boat.

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**A motion was made at 9:01pm to approve up to \$15,000 for a security boat engine replacement from Defeo's Marina on Greenwood Lake by Terry Gianniotis, seconded by Laura Nietzer.**

**In Favor 12   Opposed 0   Abstentions 0**

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S) Stumps: Jim Jones no report

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T) Weeds: Rene Manzo

Finished for the year for weed and algae treatment. Will be treating cattails in Laramie cove. We spent about 26k on the algae bloom treatment. It was about 21k 3 years ago. Our weed budget used to be around 100k. Then lowered to 60k with excess going into contingency fund along with stumps. For many years we averaged in the 50-55k range. The algae problem has limited weed treatment in the later summer months. The State extended weed treatment until the end of October. Usually there is no treatment after Oct. 1<sup>st</sup>.

U) West Milford Lakes Association: Andrew Quirk, representative

The WM Chief of Police was the guest. Topics discussed were: Short Term Rentals and Trespassing Laws/Boat impounding.

NJCOLA: Report by Will Cytowicz.

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**A motion to adjourn was made at 9:05pm by Jason Hartig, seconded by Rob Burr.  
Approved by acclamation.**  
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Respectfully submitted,  
Margie Culhane, Secretary