

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES MEETING MINUTES
April 9, 2019**

Attendance

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

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

Attorney Present – James Romer Yes

With a quorum present, the meeting was called to order at 7:19 PM by President Joseph Marino

Correspondence:

- Letter from property owner at 48 Landing Road requesting they move dock to behind their house which is lake adjacent to free up current publicly accessible space. POA offered assistance to move dock. Docks committee will address.
- Property owner 15 Upper Greenwood Rd is seeking board approval to replace existing chain link fence on Parklands, proposes an aluminum fence. Board agreed they should put new fence on their own property and remove old fence from Parklands.

Motion to approve regular and executive meeting minutes from March 12, 2019 as corrected.

Seconded by James Patton.

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

Membership Secretary Report:

Current Membership as of end of March 2019 was:

POA – 440 (454)

Double Docks – 11 (13)

Tenants – 5 (1)

Specials – 4 (2)

Total POA – 460 (470)

Total Easement –1,096 (1,181)

(Numbers in parentheses represents 2018 numbers a year ago)

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Collected an additional \$21K in past due amounts owing this past month.

Treasurer's Report:

We anticipate receiving a draft audit from Shulman Black in April.

Easement

- Total current year easement fee payments came in at 54%, about 10% down from this time last year.
- Net past year collections total \$52,367.65.
- First quarter taxes were paid, bringing us to 24%.
- Part time employee is up to 75%, so we will be limited on use of part-time employees for the remainder of the year unless we elect to utilize contingency fund to cover.

POA

- We are at 66% collection of POA membership dues, just short of where we were this time last year (71%).
- Clubhouse maintenance is at 52%

Unfinished Business:

Committee Reports:

President Marino mentioned the need to identify 2020 POA budget needs, especially Clubhouse spending requests.

President Marino has not received any feedback on the draft standard form contract he sent out. He will resend and again request feedback.

Upcoming meetings:

- June 15, POA meeting
- August 24, POA election and budget meeting
- November 16, annual Easement and budget meeting

In light of another breach of confidentiality, the board was reminded to keep confidential and not identify who voted and how. Breach of confidentiality is a violation of the Code of Conduct and subjects the offender to removal from the board. There will be no further warnings, or tolerance for confidentiality breaches.

**Motion to move to Executive session at 8:35 PM by James Patton, seconded by Eric Zemsky.
10 Yea's, 0 No's, 0 Abstentions**

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Motion to leave Executive session at 8:50 PM by James Patton, seconded by Shelby Sarnowski.

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

A) Activities:

Breakfast with Easter Bunny was sold out! Received a lot of positive feedback!

B) Beach:

The 2019 Beach Season planning has been progressing nicely. The Beach manager has fine-tuned a set schedule to ensure budget compliance. The committee is modifying swim lesson scheduling slightly to better utilize beach staff and will continue to tightly monitor spend.

Sand is being delivered in May and should shoot to have the barges relocated to have the sand spread 1st week in May.

Installation plan for the bird netting needs to be finalized so that this is complete prior to beach inspection.

C) Boathouse:

Ken Hall removed the damaged power feed and meter pan. Joseph Marino contacted West Milford Police. They do not have an accident report on file. Proposal from Ken Hall to replace the panel and meter pan for \$1,500. Joseph Marino will work with Dennis Decina to determine if we should file an insurance claim.

D) Clubhouse:

A question came up on use of donated versus on loan items in the Clubhouse. Items that are not available for general use should be removed.

The new front door had been ordered.

E) Dam:

Signed contracts have been returned to Diving Services and we are now awaiting dates for them to install the new parts and inspect the gate.

The Committee made contact with the owner of a boat that has floated over the spillway crest and needs to be removed. We tried to move it but will need more volunteers on April 27th when we try again.

F) Bylaws Rules & Regs:

G) Docks:

Total Applications: 45

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Lakefront properties – 11

Off lake aps – 19

Dock Repairs – 15

Will start working with Mike Abbruzzese on assigning.

Will also contact all Lakefront applicants to determine if meeting will be necessary.

Some with Dock Repair aps were contacted in the Fall, will need to re-email all to determine if repairs completed and if docks require inspection and get that arranged.

Reminder to all Board members:

Dock assigning is done in application order.

When assigning, priority points are: Applicant's requested location, proximity to home, parking availability and safety of potential location (docks in areas where parking will create a hazard to drivers and the general population will only have people assigned to the locale that can walk there and is part of the assignment agreement).

To be clear: We do not assign people before others on the wait list because they are board members, friends of the board/association or are yelling and screaming that they want something, NOW. There is no compromise on these points. EVER. We treat all community members the same, no one is given special treatment. This is everyone's lake, and everyone deserves the chance to get a dock. And that is how we approach it.

Both Landing Rd residents have responded to the notification of having to move the location of their docks to behind their homes which is lakefront, with issues. As was stated in the letters sent to them, we will try to assist them in relocating the actual docks to behind their homes the best we can and that the requirements of the letter are unchanged. I will mention that Mr. Castro also sent a copy to every board member that you can read at your leisure.

An issue arose with the person who is ninth on the list trying to bully the office and the committee for a dock space.

H Dredging:

Our dredging contact at NJ DEP, John Richie, retired. Our new contact John Boyle indicated that the loan expires 6/26/2020. We need to request an extension.

Plan is to have a meeting this month. Committee emailed DEP contact, we received an auto message that our contact has retired and to email the director. Response from director stated "I need to point out that the agreement had 2 years for completion from June 26, 2018 agreement. Should you expect any delays beyond June 2020 please let me know". We will need to follow up with our new contact since our previous conversations led us to believe that going past the expiration date was not a problem since we only draw down once every 4 years.

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I) Easement:

J) Environmental:

Egg addling has commenced

Requests for Proposals have been submitted to two companies for our Watershed Implementation Plan, but it is proving very difficult to find a third company. The deadline for submission is 5/31/19

Roadside cleanup around the Lake will be on April 27th from 8.30am to noon.

K) Legal:

L) Master Plan:

M) Parklands:

Area of 90 to 94 Racetrack Rd. has trees potentially in danger of falling. Jim Jones will evaluate.

Encroachments Subcommittee:

Responses back from Beach owners which require letters back and meeting at property.

There are a few letters that still need to go out to two new, or newly noted, beaches. One letter for a beach that we thought was resolved and may be, just need to confirm. Need to work on scheduling Beach removals that we need to take care of.

Letter for tree removal property will be sent in next week.

Survey of POA property along Point Breeze is approved and waiting for completion. Will be also surveying additional area.

N) Publicity & Public Relations:

Spoke with Oleg and he says it'll be no problem making our website more secure with "https" and a few other minor changes to site. Cost will be very very minimal/nominal. Oleg said he would contact Joe Marino regarding specifics, and indicated he needs to be paid for this quarter.

O) Security:

The Security committee will be meeting soon to plan for the 2019 Season. The Security staff has been notified that they will be required to possess First Aid, CPR, and AED certifications for this year's season.

P) West Milford Lakes Association:

New Jersey Coalition of Lake Associations (NJCOLA): Andrew Quirk:

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The next NJCOLA meeting is April 13th. Agenda items include NJ State Police Marine Bureau talk on Boating Safety and Regulations, followed by NJDEP on Lake Permitting Rules. I am seeking a volunteer to take over our NJCOLA membership and attend this and future meetings. Eileen Born will speak on Planned Real Estate Dev Act.

WMLA met this month and had a presentation on Canada Goose Control Methods and pending West Milford ordinances regarding Lakes.

Next meeting is April 15th and Kathy Coyman-Health Department beach/pool inspector will be first on the agenda to update the committee and the lake beach board members as to any changes in last years new beach regulations. Please invite your beach/swim board members to this meeting. Second on the agenda will be the Council Highlands.

Q) Weeds:

Check to be sent to Aquatic analysts.

Will need to get code for Mount Laurel beach lock.

R) Ad Hoc Committees:

NEW BUSINESS:

- Scanning of old documents will need additional funding to continue. The board will need an estimate of time and cost remaining.
- A question was raised on what the budget for docks is and what it is to be used for.
- When is the Security boat scheduled to be put in the lake? No date has been set. Suggested we have Security diligence on boat launching to make sure boats belong.

Move to adjourn by Mike Abbruzzese at 9:01 PM, seconded by Heather Becker.

Approved by acclamation.

Respectfully Submitted by Paul T. Donoghue