

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES Regular Meeting Minutes
March 9, 2021**

Attendance

Abbruzzese, Michael	P	Larsen, David	P	Zielinski, Gary	P
Becker, Heather	P	Manzo, Rene	P	Zemsky, Eric	P
Culhane, Margie	P	Marino, Joseph	P		
Decina, Dennis	E	Morrison, Debra	P	Open seat	
Donoghue, Paul	P	Quirk, Andrew	P	Open seat	
Grayson, Doug	P	Sarnowski, Karen	P	Open seat	
Jones, Jim	P	Sarnowski, Shelby	E	Open seat	

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

Attorney Present – Chris Miller Y/N

With a quorum present, the meeting was called to order at 7:17pm by Paul Donoghue

**A motion was made to approve the February 2021 Regular Meeting and Executive Session Minutes at 7:18pm by Debra Morrison, seconded by David Larsen.
9 In Favor, 1 Abstained, 0 Opposed**

Eric Zemsky joined the meeting at 7:22pm

Correspondence:

Emails were received in response to our request for volunteers, board members, and potential Treasurers. Paul and Margie will respond.

Membership Secretary Report:

Current Membership at the end of February 2021 (as compared to 2020 numbers in parentheses)

- POA – 225 (230)
- Double Docks – 2 (8)
- Tenants –1 (0)
- Specials – 0 (0)
- Total POA – 228 (238)
- Total Easement – 576 (497)

We received a 2020 late payment along with late fees for a dock member which is shown in the POA Income.

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It is too early in the membership process to see any results of the new requests for out of state residents having the NJ Boating Safety Course Certification and for all household members with Boating Safety Certification and / or Boat Licenses to submit copies of them with dues this year.

Please note: while we are getting mass payments, they do appear to be fewer than in prior years and this may be a mail issue. It has been noted from social media conversations that many are having issues with mail not getting to the intended destination in a timely manner with no pattern as to where it is going.

Treasurer's Report:

Overview:

Not having a treasurer, as a past treasurer, below are my comments on our financials.

- We need to find a treasurer.
- We continue to have funds at risk due to exceeding FDIC insurance limits.
- February 2021 Easement and POA financial statements are below.

We are still awaiting the 2019 audit by our outside auditor. We've received the audit confirmation of insurance, legal, banking, etc. documents which will be signed and returned.

Report for February 2021:

Easement:

29% of the annual easement fees have been collected before they were due along with an additional \$27.5K in easement fees from past years which puts us at 35% of collections for the year. As this is as of February 28th, and payments are not due until March 1st, we're off to a good start.

POA:

We are at 34% collection of POA dues before the due date. We'll have to see how membership renewals go and adjust budgets accordingly.

Only two months into the year, clubhouse maintenance is already at 34% spend of their annual budget. This is a concern. Snowplowing expenses were high due to the

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significant snow. We will need to very carefully manage club house maintenance expenses, especially since we don't expect to receive much if any clubhouse rental income this year.

Similar to the easement, there is not much happening on the POA side. Once we know how many POA memberships we receive, we will adjust allowable spending accordingly. I would expect that we will not see much in rental income for the clubhouse again in 2021. In the meantime, we should avoid major expenses that can wait. We have sufficient funds in the Columbia checking, Lakeland checking payroll, and money market accounts to cover expenses while the 2021 POA dues come in.

A motion was made to approve the engagement of Schulman and Black as outside auditors for the 2019 fiscal year for a fee of \$5,000.00. In addition to performing an audit, services include filing of UGLPOA Inc. tax return, at 7:28pm by Karen Sarnowski, seconded by Rene Manzo. 11 In Favor, 0 Abstained, 0 Opposed

A motion was made to approve the February 2021 Financials at 7:29pm by Karen Sarnowski, seconded by Gary Zielinski. 11 In Favor, 0 Abstentions, 0 Opposed

A motion was made to move to Executive Session at 7:30pm by Karen Sarnowski, seconded by Doug Grayson. 11 In Favor, 0 Abstained, 0 Opposed

Mike Abbruzzese joined the meeting at 7:33pm.
Jim Jones joined the meeting at 7:41pm.

A motion was made to exit to Executive Session at 7:46pm by Karen Sarnowski, seconded by Heather Becker. 13 In Favor, 0 Abstained, 0 Opposed

Committee Reports:

A) Activities:

Heather suggested some outdoor activities at the Clubhouse parking lot or in the Pavilion. Jim Jones says there are still items on the parking lot punch list to be completed when the weather is warmer. Counsel will keep the board abreast of what rules we fall under as events and venues open up in the state.

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B) Beach:

General discussion was had about potential items for beach use in the future.

C) Boathouse: no report

D) Clubhouse:

One estimate arrived for retrofitting the HVAC system with improvements for Covid-19 safety. Discussion was had about the age and condition of the system in light of ongoing difficulties and repairs just to provide heat during the winter months. It is the original system built 24 years ago. Significant improvements in energy efficiency have been made since then.

E) Dam:

The Committee has added Doug Grayson as Co-Chair and he will gradually take over running the Committee. The EAP is being changed to reflect this along with some updates requested by Dam Safety.

At the direction of Dam Safety, a vendor is being sought to update the inundation plans using contemporary aerial imagery as base mapping.

The demonstration of the new Operator by Len Ferraro took place on March 5th, and he was engaged to perform an annual inspection and routine maintenance.

F) Bylaws, Rules & Regulations: no report

G) Docks:

As of 3/9/21

Current Apps -

Lakefront – 4

Across Street – 1

Non-Lakefront – 12

Assigning will start once snow is melted and perimeter ice is gone (for depth and obstruction reasons), hopefully by end of March/beginning of April. Locations remaining are very, very limited. Development is planned for two dock spaces at Asbury Court and the moving of one dock in order to allow for an additional spot in Clubhouse Cove. Eventually dock sharing will have to be suggested to many of the new applicants until existing docks are relinquished.

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A Carrying Capacity study is in the planning stage, so it may be advisable to limit additional dock space development until the study is completed and the results are analyzed.

H) Dredging: no report

I) Easement: no report

J) Entertainment: no report

K) Environmental:

The Canada geese addling permit for 2021 has been obtained. Arrangements were made for the Fishing Club to assist Larry Kovar with Large Mouth Bass restocking in mid-April. The March 7th committee outdoor meeting was postponed due to adverse weather conditions. The Committee is researching a Lake Capacity Study. Lake Capacity impacts boating safety, advantageous weeds, water quality, erosion, and enjoyment.

The committee has received three proposals to complete a lake-wide Bathymetric Study which will yield a map of the lake and lake bottom contours for both top of silt material and hard pan bottom, which can be used for future dredging calculations, identification of areas of concern for infilling, determination of change from past study completed by Princeton Hydro in 2008, and for impact of accumulated material at storm drain outfalls into the lake.

The committee that we complete this work prior to our "busy season." Work will need to be completed during the week so as not to encounter disturbance by weekend users, possibly sometime in early May.

L) Insurance: no report

M) Legal: for Executive Session

N) Master Plan: no report

O) Parklands:

Flagpole island restoration and repair will be done in spring when the weather permits.

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P) Publicity & Public Relations:

The committee is preparing an online public survey about lake usage for general information gathering that will be helpful to the Board.

Due to increased calls and many questions to the Office about short term rentals (Airbnb, VRBO, etc.), a notice and informational page will be added to the UGLPOA website that will also include links to the permit application and the town ordinance.

Q) Security:

Security did four days of ice patrol. People they spoke to were happy they were on the ice getting IDs, and a majority thanked them for being out. 10-15 people were not Easement Holders and were asked to leave. Security would like to see improved compliance with PFD rules on motorized vehicles on the ice.

R) Stumps: no report

S) Weeds:

Weekly monitoring with Secchi depth readings will be done during the warmer months in an attempt to catch any algae bloom early.

A motion was made approve the retainer of \$12,685 for Larry Kovar at Aquatic analysts, Inc. at 9:01pm by Karen Sarnowski, seconded by Heather Becker. 13 In Favor, 0 Abstained, 0 Opposed

A motion was made approve the contract for \$16,500 to Garden State Fireworks at 9:03pm by Heather Becker, seconded by Jim Jones. 13 In Favor, 0 Abstained, 0 Opposed

T) Ad Hoc Committees: none at present

West Milford Lakes Association: Andrew Quirk, representative

The Township will prepare an area on Upper Mount Laurel Lake for a standpipe and will grant access for either chemical or mechanical weed control later this year. Work is ongoing to include it in the Township Budget.

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UGL Environmental Management Task Force (UEMTF): no report

NJCOLA: no report

A motion to adjourn was made at 9:05 pm by Heather Becker, seconded by Debra Morrison. Approved by acclamation.

Respectfully submitted,
Margie Culhane, Secretary