

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES Regular Meeting Minutes
August 10, 2021**

Attendance

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

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

Attorney Present – James Romer Y/N

With a quorum present, the meeting was called to order at 8:02pm by Dennis Decina.

A motion was made to approve the July 2021 Regular Meeting and Executive Session Minutes at 8:05pm by Joe Marino, seconded by Heather Becker. Opposed 0, Abstained 3, In Favor 8

A motion was made to approve the July 2021 financials at 8:16pm by Rene Manzo, seconded by Debra Morrison. Opposed 0, Abstained 3, In Favor 8

Correspondence:

1. Letter about fish levels – referred to Environmental
2. Notice of STR
3. Letter with questions about financials – response sent

A motion was made to enter Executive Session at 8:17pm by Joe Marino, seconded by Eric Zemsky. Opposed 0, Abstained 0, In Favor 11

A motion was made to exit Executive Session at 8:24pm by Joe Marino, seconded by Doug Grayson. Opposed 0, Abstained 0, In Favor 10

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Membership Secretary Report:

Current Membership as of end of July 2021 (compared to 2020 numbers in parentheses)

POA – 698 (624)

Double Docks – 10 (10)

Tenants – 17 (11)

Specials – 9 (9)

Total POA – 734 (654)

Total Easement – 1487 (1445) – Easement Only - 753 (791)

We gained another 24 POA memberships this month. We are 79 POA memberships over our budget goal of 655 (includes Tenants, Specials & Double Docks), which is great! It's been a banner year and the office has yet to "slow down." We continue to welcome new people into the UGLPOA. This directly impacts the office with paperwork on ownership transfers, as well as frequent questions coming in about Rules, Processes, Beach, Activities, and often people not necessarily knowing and/or following our Parklands care guidance.

Easement payments are running in line with more recent years but we still plan to move forward on sending people to collections if they exceed a couple of years in past due. We continue to receive past due amounts, sometimes on large amounts that have been due for some time. Many properties that are significantly delinquent have been sold during this great real estate boom year and we have collected those amounts. But, as has been said all along, eventually all of the past due amounts will be collected and we will no longer see this cash influx. This year's amount (\$69,587), which is running similar to last year's (\$59,186), continues the trend of lower collection amounts when compared to prior years.

Treasurer's Report:

As we don't have a Treasurer, former Treasurer Paul Donoghue provided the following.

Easement:

We've received 74% of the annual easement fees, a small increase of 2% since last month, and an additional \$69.5K in easement fees from past years, putting us at 89% of budget for collections for the year. Allowable spend for discretionary budget items is at

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60% of budget. This is the first time in the last several years where past years collections have not brought us up to 100%.

In past years, prior year past due easement collections have made up for any shortfall in current year easement fees received. As has been predicted for the past several years, as we collect most of the collectible past due amounts, the amount collected for past due accounts will decrease each year. We are seeing this happen this year.

Expense wise, security expenses are at 106% and weed control is at 153% of allowable spend with half of the summer remaining. We will need to utilize contingency funds for additional weed treatments.

POA:

We are at 112% of the budgeted 625 POA members with 79 paid memberships more than we budgeted for, an additional \$21,7125. From this we need to deduct the budgeted clubhouse rental income that we did not receive of \$13,600, leaving an excess income of \$8,125. We've spent very little of the clubhouse payroll, currently just over \$6,200 unspent, and have not spent the \$3,000 steward payroll. If we don't expect to spend the unused payroll and add the \$9,200 back to the \$8,125, we are \$17,325 excess revenue. We still have a number unpaid POA memberships for existing docks, assuming we receive at least 30 more late dock payments this year, that's an additional \$8,250 for a potential excess income of \$25,575. This assumes that all other expenses come in at or under projections. The projected excess income will allow us to repave the clubhouse parking lot, which the board approved at the July meeting.

Clubhouse maintenance is at 118% spend of their annual budget. This is a serious concern. We will need to very carefully manage club house maintenance expenses, especially since we don't expect to receive any clubhouse rental income this year.

There is just under \$34K in the clubhouse capital improvement fund and there is an additional \$30K yet to be funded from this year. We should reevaluate the remaining asset life and replacement costs to properly schedule and budget future capital improvements.

The beach expense and payroll are just under 50% with a little less than half the season to go.

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Committee Reports:

A) Activities:

7/31/2021 - we had movie night on the beach, featuring "Luca". The turnout was absolutely amazing!! We had at least triple the amount of people and kids show up, and everyone had a blast!! I spoke with a few "dads" that evening and they were so happy to be there and wanted to help for future movie events. They offered, on a gentlemen's handshake, to donate between the two of them up to \$750.00 towards a much larger screen and a much larger sound system. The one "dad" works in the audio and video world and with his help we are looking at a screen possibly up to 20 feet, with dual 1000w speaker stands. We are looking into date to host another movie night in August and maybe September.

Danielle Grayson, activities committee volunteer, is hosting a "FallFest Vendor Event" on Sept. 25th. She currently has over 30 local vendor spots filled, utilizing the parking lot, clubhouse and back deck.

B) Beach: no report

C) Boathouse: no report

D) Clubhouse:

The clubhouse HVAC system has been upgraded with the new filtration / ionization system, and as long as the heat, AC and or just the fans are on, so is the filtration unit. We have experienced a few minor AC problems this month, due to typical wear and tear a relay failed and the system was briefly down. The interior painting is 99% complete. Jim Biondi donated his time, machinery and manpower to help get our flag pole restrung and to get the cupola up and mounted to the roof. The UGLFD had to postpone their use of the clubhouse on 8/14/2021 for their installation awards dinner / ceremony.

A motion was made to offer the use of the clubhouse to the Upper Greenwood Lake Fire Department for their awards dinner /ceremony, free of charge as a donation, and they may schedule their event for any month in the remainder of 2021, at 9:38pm by Margie Culhane, seconded by Eric Zemsky. Opposed 0, Abstained 0, In Favor 10

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E) Dam:

Andrew is updating our inundation maps, records with the DEP, and the Emergency Action Plan (EAP). Fireworks cleanup is scheduled the morning after fireworks, Sunday Aug. 22 at 8am. Clean up supplies will be available, just bring gloves, PPE, etc.

F) Bylaws, Rules & Regulations: no report

G) Docks:

(8) Non-lakefront to be Assigned: Of this number (2) Assigned (2) In process during August (4) next up to assign.

(4) Lakefront to be Assigned: Of this number (1) Assigned, (2) In process with (1) requiring discussion by the Board.

(1) Repair

(10) New Applicants

(1) Lakefront – Dock drawing approved and is on backorder – In progress

(1) Lakeside – To be processed

(1) Lakeside – Approved Dock across the street (their original application was not filed when they filled it out (user error) but had been in contact with office so they were processed out of app order but in time order

(8) Applicants off the lake

We currently have 52 un-plated docks (these are a combination of new docks and people who have lost their dock plates).

Reminder to property owners selling real estate, their realtors, and potential buyers that the policy of the UGLPOA is that a written confirmation is not given to any property purchaser that a dock will go with the house purchase; there is no transfer of dock ownership with the sale of **any** property in UGL. Obviously, a dock at the rear of one's lakefront property will eventually be transferred to a new owner after the proper forms/requests are completed and a POA membership fee has been submitted, but it is not an automatic process.

A motion was made to approve a 2' x 32' parallel dock installation at 32 Laramie Trail at 8:17pm by Joe Marino, seconded by Gary Zielinski. Opposed 0, Abstained 0, In Favor 10

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H) Dredging: no report

I) Easement: no report

J) Entertainment: no report

K) Environmental:

Water sampling will take place at the streams in Boat Launch and Firehouse Coves on August 17th as part of the Watershed implementation Plan. Accredited Analytical Services will sample top soil at two bulkheads.

L) Insurance: no report

M) Legal: for executive session

N) Master Plan: no report

O) Parklands: no report

Bulkheads:

A motion was made to file for a permit to draw down the lake 18" during winter 2021/2022 to allow for evaluating lake-wide erosion damage and for bulkhead repairs at 10:12pm by Joe Marino, seconded by Heather Becker. Opposed 0, Abstained 0, In Favor 8

P) Publicity & Public Relations: no report

Q) Security:

7/17/2021 - pontoon pulling a water skier in the stump area. Ken Hall (security) was able to make contact with the boat and spoke with the operator.

7/31/2021- a paddle boarder fell off his board and struggled for some time to get back on. He was assisted by Security onto their boat and delivered back to the launch.

8/1/2021 Early Sunday morning, individuals entered the beach / pavilion illegally after hours. They were spotted hanging out under the pavilion, and then proceeded to the beach, where they knocked over the life guard chair and threw plastic chairs into the water. The life guards reported the incident.

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R) Stumps: no report

S) Weeds:

Good Secchi depth reading following copper sulfate treatment in UGL. Nothing to be treated this month. Mount Laurel Lake has increasing milfoil and will be treated. In another 5 weeks, depending on the weather, the risk of algae blooms should significantly decrease.

T) Ad Hoc Committees:

West Milford Lakes Association: Andrew Quirk, representative

The Township has approved the purchase of a weed harvester to be used in Upper Mount Laurel Lake, which will also be treated chemically this month. The Chief of Police answered questions from different Lake Associations during the July meeting.

NJCOLA: no report

UGL Environmental Management Task Force (UEMTF): no report

A motion to adjourn was made at 10:19pm by Joe Marino, seconded by Heather Becker. All in Favor.

Respectfully submitted,
Margie Culhane, Secretary