

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION  
ANNUAL PUBLIC UGLPOA BUDGET AND TRUSTEE ELECTION MEETING  
August 21, 2022**

**Attendance**

Becker, Heather	P	Gianniotis, Terry	P	Quirk, Andrew	E
Culhane, Margie	P	Jones, Jim	P	Sarnowski, Karen	E
Decina, Dennis	E	Klimek, Kylie	E	Zielinski, Gary	P
Donoghue, Paul	P	Manzo, Rene	E		
Engleman, Lauren	E	Morrison, Debra	E	Open seat	
Grayson, Doug	P	Nicosia, Jessica	P	Open seat	
Giannantonio, Anthony	P	Pyne, Selena	E	Open seat	

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

Attorney Present – Chris Miller  
Members attending: 38

Members were provided with the following handouts:

- Proposed 2023 Budget Commentary
- Proposed 2023 Budget
- Meeting Agenda

With a quorum present, the meeting called to order at 10:04am by Paul Donoghue. Pledge of Allegiance, Welcome by Vice President Paul Donoghue, Board Member introductions

**Membership Report**

Paul welcomed the new members present and read Karen’s report:

As of the end of July, POA Membership for 2022 has exceeded all prior years in our historical database! Pretty amazing with 775 members and still more continue to join! This has kept our office extremely busy all summer long! Our beach-only members are also very high with 174 members recorded as only being beach users at the time of joining. Welcome to everyone who is new to UGL!!

This year we have had many issues with members launching watercraft without their required stickers. We also have had people out on the lake without submitting their required documents into the office.

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To be clear, if you have any motorized watercraft in the lake, you must submit your NJ Boating License or other approved licensing material that the State of NJ accepts, along with your NJ Boat Registration. We do not send out stickers for watercraft until we receive this information from you. If you launch your watercraft without providing this documentation, we will have Security flag your membership and have you remove your watercraft from the lake. No one should be out on the lake driving a boat, PWC, etc. without providing this information to the office and having tags issued. It is up to members to submit their documentation to the office and get approval for motorized craft operation on the lake.

**Committee Reports**

**Beach** – With the Beach Chair absent, members were asked to see the board during the vote count if they had any beach questions. A member said the new beach equipment was a big positive and very fun. Jim Jones commended Kylie for bringing new events to the beach and reviving previous events that were enjoyed in the past.

**Clubhouse** – The AC is working, there have been no major repairs or renovations this year. We will be getting a new kitchen stove and freezer. A member commented that the current stove was brought over from the old clubhouse. We have 1-2 rentals every month.

**Activities** – There has been a focus on bringing activities back to the community. We have the Friday Socials (last Friday of the month), Bunny Brunch, Breakfast with Santa, etc., plus UGL Day 90<sup>th</sup> Anniversary celebration on August 27<sup>th</sup> from 11am-3pm., followed by the annual fireworks. Thanks go to our hardworking volunteers, and we can always use more, just come to our monthly meeting. The Committee meets the third Thursday of every month at 6pm in the Clubhouse. Jim Jones commended Heather for bringing new energy and lots of activities to our community.

\*Members can sign up for email blasts to get the latest news  
and activities information by contacting the office.\*

**Docks** – We have many dock applications and are working hard to find spaces. Availability is dwindling. We are always working to move people closer to home if a dock comes available, which aids with traffic and parking since people can then walk to their dock.

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The dock chairman asks that everyone please understand that Parklands is open space that is open to everyone, not just the people living nearby. Please be kind and friendly. Many of our members do not live on the lake, so they do not live near their dock. We ask that you refrain from NIMBY behavior around dock assignments. Docks are in a pool with the first on the list getting assigned and then following in order.

We currently have 19 applicants requesting space and we do not have any available. We are looking at areas make new spaces, but it will take time and money before they are ready.

Please remember that docks must be kept in good condition or they will be reassigned. The Committee is using the barge to remove old docks and obstructions so those spots can be reassigned to people on the waiting list.

Question - what happens with the dock when you buy a house? Paul described how the dock pool works. We have about 549 docks currently assigned.

Question – do we know the lake boat capacity? Andrew Quirk is working on a more scientific approach; a dock survey was done, and we are working with our professionals to study carrying capacity.

Question - about weeds and swimming... member states that boats cut up the weeds and they float to the west and make it hard for her to swim. Paul described the weeds/algae balance we have to maintain to keep the lake from closing due to HAB. Members are reminded that the monthly minutes are posted on the website, and the Weeds and Environmental reports are included which contain a lot of information for the public every month.

Question – what is it I hear about finger docks at Firehouse Cove? There has been Board discussion, but there is no current plan, and it would need easement approval. It has been looked at but nothing is resolved.

Question – what about dock sharing? Karen has been working with Security on this issue. There is a Dock Sharing Form for POA members that is available in the office to request dock sharing. What about non-member sharing? Docking by non-members is not allowed, and Security is aware to look out for it. If you know of it, please contact office with the information.

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**Environmental/Parklands** – (Jim Jones reports) The water is very clear now, so it's a good time to pull marked stumps and other obstructions. Contact Jim Jones to report them. This fall we will be aggressively taking down dead trees on Parklands. Please contact the office because we are keeping a list and have a crew lined up.

Fireworks cleanup help will be needed next Sunday, August 28<sup>th</sup>. Please check for an email blast with further information. It will include information about the part of the beach that will be open to POA members for the fireworks.

**Public Service Announcement** – West Milford Township issued a road work announcement which will be shared with the Publicity Committee for a PR blast this week. North Lakeshore will be closed Thursday Aug. 25<sup>th</sup> for milling and Friday August 26<sup>th</sup> for paving from Warwick Turnpike to Dover Road. There will be a Dover Road detour and signs will be posted. North Lakeshore will be closed again from Dover Road to Longhouse Drive on Monday August 29<sup>th</sup> for milling and Tuesday August 30<sup>th</sup> for paving. Signs will be posted. The Board will discuss having parking for the beach available near the dam. The Clubhouse boat launch will also be unavailable during this second phase.

All work is weather dependent, so if it is raining, the schedule could be pushed back.

**Treasurer Update and Proposed Budget**

Audit – the 2021 audit is now underway.

FDIC coverage project – RBC manages some short-term deposits now, so we are making interest.

2023 proposed budget – POA membership is up to 725. It may seem low compared to 775 from last year, but we have recessionary concerns and were mindful of the lake capacity issues mentioned above with this proposed budget.

There are small increases in some line items due to inflation. We also anticipate a rise in costs, e.g. utilities, gas for plowing. One of the main increases by percentage is to allow for part time office staff at 20 hrs/week. Having more members has created more work for the office staff. Between the funding increase from increased membership, and smaller capital improvement line items for big known expenses (we have completed 2 of the 3 outlined in CH report), we feel we have enough in the reserve to lower that item.

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We are proposing a \$5 increase in dues for next year. Our cash reserve is now at one year's expenses. Past discussions prefer 2 years. Membership fees tend to react to the economy because it is more opt-in compared to easement, so membership numbers are more affected by economic downturn.

Total budget is \$224k for next year, and we have about \$250k in cash reserves currently. POA membership is a dynamic number. The POA can't cut much from the budget, there is not much discretionary spend.

Wayne Gottlieb asks about Airbnb penetration and membership numbers. Jess says POA membership and Short-Term Rentals (STRs) are not related at all since tenants cannot use the lake.

Question about weeds (which is an easement budget item). Paul gave a rundown of the past lawsuit, what are easement and what are POA budget items, who pays for what. Easement questions can be asked at the public easement meeting in November.

#### **NOMINATING TRUSTEE CANDIDATES**

Paul described the election process and eligibility requirements.

Chris Mekelburg nominated Laura Nietzer, seconded by Tanya Mekelburg

Tanya Mekelburg nominated Heather Becker, seconded by Chris Mekelburg

Doug Grayson nominated Gary Zielinski, seconded by Tanya Mekelburg

Jess Nicosia nominated Anthony Giannantonio, seconded by Heather Becker

Heather Becker nominated Selena Pyne, seconded by Anthony Giannantonio

Jess Nicosia nominated Dennis Decina, seconded by Gary Zielinski

Nominations were closed.

Candidates described their history on the board in the order nominated.

Two volunteers were requested to count ballots – Julia Held and Linda Tonnessen

Paul described the board's composition and that we need 9 board members present to make a quorum to hold a meeting.

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**QUESTION & ANSWER**

Can we keep the beach open until through September? The lifeguards go back to school, kids go back to school, and the budget this year did not anticipate such an expense.

Tanya stated that they had tracked the numbers to do so in the past, and it just didn't work out.

Can my cousin with boat use the lake? No, boats must belong to an easement holder or POA member.

Is it true that Airbnb guests renting a lakefront home cannot go in lake? Yes, since they are not easement holders or POA members. If such guests are trespassing on/in the lake, you can notify the office, and we will send a letter to the homeowner. The owner of a property has to be present when guests use the lake. Airbnb property owners must meet WM requirements and register with our office, which includes providing us with emergency contact information.

Can Blueberry Island get another cleanup? Jim Jones says a big cleanup was done last fall and again two weeks ago. It is better but still a problem. Heather Becker suggests we schedule another one.

Who is using the lake in the winter? We have no control over who is getting onto the islands and leaving glass there. Paul Nietzer comments about how few people are currently in the room vs. the stated number of POA members. Few people bother to volunteer.

Question about weeds and dredging? Discussion of the balance needed between algae vs plants, low water is an issue, lily pads are a problem. Jim Jones has a mechanism that can pull out mats of lily pads. Lily pads are tubes (rhizomes) and it is a major undertaking to remove them correctly or they just spread. Members are encouraged to read the monthly minutes on the website for Environmental and Weed Committee reports.

**Voting Results:**

62 Anthony Giannantonio

59 Laura Nietzer

57 Heather Becker

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55 Gary Zielinski

40 Selena Pyne

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33 Dennis Decina

**Budget vote:**

The Current Membership Dues being \$288, the Membership approved a \$5 increase for a total of \$293 for membership starting in 2023.

51 in favor

7 against

The meeting was adjourned at 12:31pm

Respectfully submitted,  
Margie Culhane, Secretary

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## UGLPOA Proposed 2023 Budget Commentary

After a careful review of the financial reports, and an analysis of anticipated 2023 revenue and expenses, the UGLPOA Board of Trustees developed the attached 2023 proposed POA budget.

### Revenue:

- POA memberships were up once again in 2022 over 2021. We have increased the projected membership to 700 for 2023, with an additional 25 across tenants, specials, and double docks, for a projected total of 725 memberships. This is an increase of 25 memberships over the 2022 budget.
- 2022 Clubhouse rentals have been below projected numbers. With lingering uncertainty around large gatherings and recession fears, we have brought down our projection for rentals in 2023. This is offset by decreases in rental-related expenses.

### Expenses:

We have allocated increases to several line items to reflect either increased costs, or to cover improvements:

- Increases in office supplies, utilities and real estate taxes to keep up with the cost of these items.
- Clubhouse maintenance was increased as increases in gas prices will increase the cost of snow removal and landscaping.
- For the first time, we've included a budget for activities, specifically to keep the tradition of a fishing derby each summer at no cost to our POA families. This will be year 28!!
- Payroll increased for beach to cover this years' state-wide increase in minimum wage and admin payroll increased to be competitive with other local lakeside communities pay for similar positions.
- PT admin payroll increased to allow for the hiring of an additional staff member. We envision this being a skilled position that will work 20 hours/week.

Most of these increases have been covered by the increase in membership numbers and a decrease in the capital improvement line item. We have completed two of three



identified large projects at the clubhouse (repaving the parking lot and replacing the roof) and still have a nice cushion in our reserves for remaining project. As such, we have lowered this for 2023.

The board has continued to work diligently to keep our membership costs as low as possible. The board recommends that the POA members approve the budget as presented. If approved, dues would go from \$288 to \$293 which is still quite a bargain compared to other local lakes.

UGL 2023 Proposed POA Budget

	2022 Budget	Proposed 2023 Budget	\$ Change	% Change	Notes
<b>Income</b>					
Tag Sale - Extra	\$ 200	\$ -	\$ (200)	-100%	
<b>DUES:</b>					
Dues - 2022 - 670@ \$288	\$ 192,960	\$ 205,100	\$ 12,140	6%	Dues 2023 - 700@ \$293
Tenants - 10@ \$288	\$ 2,880	\$ 1,465	\$ (1,415)	-49%	Tenants - 5@ \$293
Specials - 10@ \$288	\$ 2,880	\$ 2,930	\$ 50	2%	Specials - 10@ \$293
Double Dock - 10@ \$288	\$ 2,880	\$ 2,930	\$ 50	2%	Double Dock - 10@ \$293
<b>Current Dues:</b>	<b>\$ 201,600</b>	<b>\$ 212,425</b>	<b>\$ 10,825</b>	<b>5%</b>	
Late Fees	\$ 3,183	\$ 2,000	\$ (1,183)	-37%	
Dues - Prior Year	\$ 750	\$ -	\$ (750)	-100%	
<b>Total Dues:</b>	<b>\$ 205,633</b>	<b>\$ 214,425</b>	<b>\$ 8,892</b>	<b>4%</b>	
Clubhouse Rental	\$ 14,960	\$ 10,000	\$ (4,960)	-33%	aligns with actual number of CH rentals in 2022
<b>Total Revenue</b>	<b>\$ 220,693</b>	<b>\$ 224,425</b>	<b>\$ 3,732</b>	<b>2%</b>	
<b>Expense</b>					
Accounting	\$ 1,500	\$ 1,500	\$ -	0%	
Insurance	\$ 14,000	\$ 14,000	\$ -	0%	
Office	\$ 7,950	\$ 8,600	\$ 650	8%	Increasing cost of supplies
Beach Exp	\$ 16,000	\$ 16,000	\$ -	0%	
Membership Exp	\$ 1,400	\$ 1,500	\$ 100	7%	Increased cost related to higher membership numbers - sticker
Fireworks Expense	\$ 15,000	\$ 15,000	\$ -	0%	
Activities	\$ 500	\$ 500	\$ 500	100%	
Clubhouse Maint	\$ 17,000	\$ 20,000	\$ 3,000	18%	General increases in cost - landscaping and snow removal related to increased gas prices
Utilities	\$ 8,800	\$ 9,300	\$ 500	6%	General increases in cost - propane and electricity
Real Estate Taxes	\$ 18,203	\$ 18,930	\$ 727	4%	
Printing and Reproduction	\$ 700	\$ 700	\$ -	0%	
Legal Fees	\$ 3,000	\$ 3,000	\$ -	0%	
Payroll					
Clubhouse	\$ 8,000	\$ 5,500	\$ (2,500)	-31%	Aligns with lower number of CH rentals
Steward	\$ 5,000	\$ 3,400	\$ (1,600)	-32%	Aligns with lower number of CH rentals
Beach PR + Taxes & Fed	\$ 47,000	\$ 51,300	\$ 4,300	9%	For minimum wage increase and to be competitive in the market
Admin PR+ Taxes & Fed	\$ 18,457	\$ 19,195	\$ 738	4%	To be competitive in the market
Part Time Employee	\$ 5,500	\$ 13,000	\$ 7,500	136%	Will support hiring of PT office staff (20 hours/week)
<b>Total Payroll</b>	<b>\$ 83,957</b>	<b>\$ 92,395</b>	<b>\$ 8,438</b>	<b>10%</b>	
Misc	\$ 500	\$ 500	\$ -	0%	
Taxes-Federal Inc Tax	\$ 500	\$ 500	\$ -	0%	
Capital Improvement	\$ 30,183	\$ 20,000	\$ (10,183)	-34%	Decreased as most major projects have been completed and we have acceptable reserves for remaining projects
Docks	\$ 2,000	\$ 2,000	\$ -	0%	
<b>Total Expense</b>	<b>\$ 220,693</b>	<b>\$ 224,425</b>	<b>\$ 3,732</b>	<b>2%</b>	
<b>NET INCOME</b>	<b>\$ -</b>	<b>\$ (0)</b>	<b>\$ (0)</b>	<b>(0)</b>	

	2023	2022	Change	% Change
Total Members	726	700	26	3.6%
Dues	\$293,00	\$288,00	\$ 5,00	1.7%

UGLPOA  
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## August 2022 POA Public Meeting Agenda

- Pledge of Allegiance
- Welcome
- Board introductions
- Membership Secretary report
- Committee Reports:
  - Beach
  - Clubhouse
  - Activities
  - Docks
- Financial update
- Presentation of 2023 proposed POA budget
- Nomination of trustee candidates
- Appointment of ballot counters
- Question and Answer session while ballots are counted –  
POA focused
- Trustee and budget election results
- Adjournment