

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES Regular Meeting Minutes
October 4, 2022**

Attendance

Becker, Heather	P	Jones, Jim	P	Quirk, Andrew	P
Culhane, Margie	E	Klimek, Kylie	P	Sarnowski, Karen	P
Donoghue, Paul	E	Manzo, Rene	P	Zielinski, Gary	E
Engleman, Lauren	P	Morrison, Debra	P		
Grayson, Doug	P	Nicosia, Jessica	P	Open seat	
Giannantonio, Anthony	P	Nietzer, Laura	P	Open seat	
Gianniotis, Terry	P	Pyle, Selena	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 6:39pm by Terry Gianniotis

A motion was made at 6:49pm by Terry Gianniotis to appoint Laura Nietzer as Security Committee Chair, seconded by Jessica Nicosia.

In Favor 11 Abstentions 0 Opposed 0

Discussion of security domains with differing needs: boat is traditionally security, should that also include various cameras, codes for clubhouse, keys, etc. Also discussed how security needs have expanded over the years. Proposal to do a targeted search for a board candidate with expertise in this area.

Discussion of recent heat issues at the Clubhouse.

A motion was made at 7:03pm to get a quote for an alternative HVAC system from the current geothermal set for comparative pricing by Laura Nietzer, seconded by Karen Sarnowski.

In Favor 10 Abstentions 0 Opposed 0

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A motion was made at 7:04pm to enter Executive Session by Terry Gianniotis, seconded by Debra Morrison.

In Favor 11 Abstentions 0 Opposed 0

A motion was made at 7:25pm to exit Executive Session by Laura Nietzer, seconded by Andrew Quirk.

In Favor 13 Abstentions 0 Opposed 0

A motion was made at 7:37pm to approve PTA usage of the Clubhouse for two events, pending dates, by Anthony Giannantonio, seconded by Jessica Nicosia.

In Favor 12 Abstentions 0 Opposed 0

Dates for 2023 were set for POA and Easement Meetings as follows:

June POA: June 11, 2023

August POA: August 19, 2023

November Easement: November 5, 2023

A motion was made at 7:51pm to approve the September 2022 Regular Meeting and Executive Session minutes as corrected by Jessica Nicosia, seconded by Andrew Quirk.

In Favor 8 Abstentions 4 Opposed 0

Membership Secretary Report:

Current Membership as of end of September 2022 (compared to 2021 numbers in parentheses)

POA – 756 (714)

Double Docks – 10 (10)

Tenants – 9 (19)

Specials – 10 (11)

Total POA – 785 (754)

Total Easement – 1605 (1515) – Easement Only – 820 (761)

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We ended our summer season with super high statistics!! Our collection rate for on-time easement payments is at 80%. Our total collection rate is a bit different in that it includes the collection of past due amounts, either through recent property sales, collection efforts, or a household now wanting to use the lake for beach or have a dock so they paid up past dues to become a member of the POA. This rate is at 98.30%. Our goal is to be over 80% of our population of 2,015 community households so with 79% we are very close. One of the other remarkable stats excluding our bounding POA membership is our Easement-only households paying is 59 properties higher than a year ago. Coupled with the additional 33 POA members, we have added a total of 90 properties now paying on a current basis than over a year ago! All good news! As a side note, we have 100 more POA members than we did this time in 2020!

To date, we have collected over \$88K in past due Easement Fees (as compared to \$85K last year and \$72K in 2020 at this time of the year). It looks like we may end up exceeding prior years if the current trend continues, which doesn't really fall in line with our past assertion that collections will be falling off. Time will tell at this point. Our 785 POA members broke last month's record setting numbers, but we may have a few more once we finish out the year and make sure that all new dock members have paid.

Management Software Update:

We are in the midst of the preparation stage to install the AppFolio Software with multiple meetings with multiple exec members, Tanya and AppFolio this month. We are hard at work to make this program work the best it possibly can, and thus far we are working on some issues with future financial reporting and the management and record-keeping of the Association's financial records, which we are required to do for a seven-year period of time at all times. Hopefully, by next meeting we will report that the system is installed on our computers, all issues have been resolved, and we will be working with the community through the roll-out so that 2023 invoicing will be through the new software program. It is all very exciting and we are working hard to get to these final steps, especially in the office. We plan to ask about messaging for members for our publicity committee to feed out along with some available info at the upcoming Easement Meeting.

Treasurer's Report:

RBC accounts are open, funded and beginning to be invested. With interest rates changing frequently, there is a shortage of short-term CDs, which is what we want right

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now to take advantage of any further hikes. Even in these shorter duration CDs, we are still looking at 3%+ annualized returns. We still have a few balances to move/deposit as checks from various accounts come in. We have closed Wells Fargo, E-trade and Raymond James accounts, as well as consolidated accounts at Lakeland and Columbia.

Updating the signatories again for the new Executive Committee will be done, hopefully before the next board meeting.

Audit is continuing and should be finalized before winter.

New Jersey minimum wage will rise by \$1.13 to \$14.13 per hour for most employees, effective January 1, 2023.

**A motion was made at 8:00pm to approve the September 2022 Financials
by Jessica Nicosia, seconded by Karen Sarnowski.
In Favor 9 Abstentions 3 Opposed 0**

Committee Reports:

A) Activities: Heather Becker no report

B) Beach: Kylie Klimek

The new waterpark is in storage for the winter. Discussions with Activities are ongoing re fundraising for new playground equipment.

C) Boathouse: Doug Grayson no report

D) Clubhouse: Gary Zielinski and Doug Grayson

Discussion re putting together a job description for hourly employees and creating a schedule of tasks to be done on a weekly/monthly/quarterly/annual basis.

E) Dam: Andrew Quirk

An estimate for shrub and small tree removal on Mount Laurel Dam is being prepared.

F) Bylaws, Rules & Regs: Paul Donoghue no report

G) Docks: Karen Sarnowski

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September again proved to be more of a non-productive month for the committee due to other POA responsibilities and also personal work responsibilities. Hopefully the upcoming months there will be more work completed before the end of the season.

Met with dock builder from last month's report regarding removal and replacement of an oversized dock on the main channel that has been in disrepair for a number of years as the home moved through foreclosure. The plan is for him to remove the dock and we will then assess what is below for guidance in dock placement. (Property is lakefront). This property requires an extensive bulkhead replacement which in will very likely require an application with the DEP. While this could be a headache for Docks, this bulkhead is holding back a substantial bit of earth and will otherwise be collapsing into the lake. Bulkheads will join in this project once the dock piece is settled. The new homeowner is extremely pleasant and aware at some level of State regulations when working adjacent to the lake. Given that we have no plans for any kind of a substantial drawdown which this work would require, there is some time to work on permits. Because the lakefront is Parklands this case is a full-fledged replacement, there is no other means that we are aware of other than to pull a permit. Docks and Bulkheads will discuss and present a plan to the Board.

The plan for the rest of the month is to do some assigning and to get a guestimate of the cost for a switchback stair path down to the Carter Cover area that has been discussed for development for docks. Another goal is to get the prior-mentioned boats abandoned on Parklands on Racetrack removed before the end of the year.

Continuing activities include tidying up of records of new owners, checking on installs of new docks and approving them for office records, and getting some of our new dock plates installed.

Discussion - A newer assigned Dock Owner who has installed their dock contacted the Office to ask if they could install a camera so they can keep an eye on it, since it is not very convenient for them to swing by and check it regularly. They will be advised that the camera should be installed on the dock and not on Parklands.

H) Dredging: no chair, no report

I) Easement: Terry Gianniotis

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Motion was made at 8:30 to approve the 2023 easement budget of \$497,436 (\$247.97 each) by Jessica Nicosia, seconded by Anthony Gianniotis.

In Favor 12 Abstentions 0 Opposed 0

J) Entertainment: no chair, no report

K) Environmental: Andrew Quirk

Clubhouse Trail was discussed with the Township Engineer. We received a preliminary notice that an application has been submitted for a Flood Hazard Area Individual Permit. We and other property owners were notified by LAN Associates. The DEP has 90 days to review, and it would then go to the Board of Adjustment, and then to the Engineering Department.

Water samples from the Beach Area and Audubon Coves on Sept 13th were analyzed for algae cell count and identification and were found to be very low and less than previous years.

Passaic County performed boring tests for pylons on Warwick Turnpike as part of the bridge renovation next year between Mount Laurel and Upper Mount Laurel lakes.

Snapping turtle eggs have hatched and the young turtles have been observed. A red-tailed hawk has returned to the area. The water level remains below crest despite heavy rain for two days, with inflow returning for the first time in two months at the swamp area.

Larry Kovar is unable to perform Leachate tests this year so they will be done in 2023.

Jim Lyons is researching possible National Resources Conservation Services funding for erosion control.

L) Insurance: Debra Morrison no report

M) Legal: Paul Donoghue FOR EXECUTIVE SESSION

N) Master Plan: Paul Donoghue, no report

O) Parklands: Jim Jones

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Met with the resident who cut down a tree on Parklands in front of his 499 Lakeshore Drive home. He will plant a new tree.

Bulkheads: Heather Becker

Encroachments:

P) Publicity & Public Relations: Lauren Engleman

Social media community thank you is planned for Barbaris for moving the beach sand gratis in preparation for the fireworks this summer.

Q) Security: Welcome new Chair Laura Nietzer

R) Stumps: Jim Jones, no report

S) Weeds: Rene Manzo,

Ordered and received Aquathruster, a water recirculating device for Audubon cove. The device was reviewed with the Environmental committee. Attempt is to reduce the amount of chemical treatment in the lake mostly for lyngbya algae, which has been an ongoing problem. Met with Kenny Hall about an electrical service at this location. Plans to be submitted to Rockland Electric, which will then take several months.

No further weed / algae treatment this year.

T) West Milford Lakes Association: Andrew Quirk, representative

Chris Garcia, chairperson of the WM Planning Board for 7 of the past ten years, was the guest speaker. Chris said that the planning board was beginning a "reexamination" of the Master Plan, a process by which the master plan is formally reviewed and updated, as needed, to reflect the vision of the community in governing land use across the township.

NJCOLA: No report

A motion to adjourn was made at 9:13pm by Laura Nietzer, seconded by Lauren Engleman. Approved by acclamation.

Respectfully submitted,
Margie Culhane, Secretary