

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES Regular Session Minutes
November 8, 2022**

Attendance

Becker, Heather	E	Jones, Jim	E	Quirk, Andrew	P
Culhane, Margie	P	Klimek, Kylie	P	Sarnowski, Karen	P
Donoghue, Paul	E	Manzo, Rene	E	Zielinski, Gary	P
Engleman, Lauren	P	Morrison, Debra	E		
Giannantonio, Anthony	E	Nicosia, Jessica	P	Open seat	
Gianniotis, Terry	P	Nietzer, Laura	P	Open seat	
Grayson, Doug	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 7:04pm by Terry Gianniotis

Anthony Giannantonio was appointed co-chair of the Clubhouse Committee.
Anthony Giannantonio was appointed chair of the new Ad Hoc committee (name TBD) that will monitor and maintain security cameras and alarms.

A motion was made at 7:15pm to move to Executive Session by Jessica Nicosia, seconded by Karen Sarnowski.

In Favor 10 Abstentions 0 Opposed 0

A motion was made at 7:45pm to exit Executive Session by Laura Nietzer, seconded by Selena Pyne.

In Favor 10 Abstentions 0 Opposed 0

A motion was made at 7:56pm to approve the October 2022 Regular Meeting and Executive Session Minutes as corrected by Karen Sarnowski, seconded by Andrew Quirk.

In Favor 7 Abstentions 3 Opposed 0

PTA 2023 volunteer dinner - May 18th. UGL School 5th grade party - June 2nd

Treasurer's Report:

There was an error in the audit, so approval will wait until next month.

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Easement is a bit over budget on the dam, but that is not unusual for an inspection year and was expected. Financials were delayed, will be available at the December meeting.

A motion was made at 8:22pm to fund this year's reserve funds for dam, stumps, barge, security, future dredging, and loan repayment by Jessica Nicosia, seconded by Karen Sarnowski.

In Favor 10 Abstentions 0 Opposed 0

Membership Secretary Report:

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

POA – 756 (715)

Double Docks – 10 (10)

Tenants – 9 (19)

Specials – 10 (11)

Total POA – 785 (755)

Total Easement – 1604 (1546) – Easement Only – 819 (791)

Our collection rate for on-time easement payments is at a solid 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 to have a dock so they paid up past dues to become a member of the POA. This rate is at 99.8%. Our goal is to be over 80% of our population of 2,015 community households. Because we had begun the migration of accounts over to our new Software company, we held off on sending our last late notice, but since we have some glitches to work out, letters are going out this week, and we should probably see an influx of payments after this. One of the other remarkable stats aside from our bounding POA membership is our Easement Only households paying is 29 properties higher than a year ago. Coupled with the additional 58 POA members we have added, a total of 87 properties are now paying on a current basis than over a year ago! All good news! As a side note, we have 103 more POA members than we did at this time in 2019, and 98 more than 2020! So, we are continuing to grow both of our memberships. This is all very good news.

To date we have collected almost \$95K in past due Easement Fees (as compared to \$96,246 last year and \$92,178K at this time in 2020), so we continue to track similar to prior years which doesn't really fall in line with our past statement that collections will

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be falling off. We should consider removing that assertion from our communications until we see a fall off of a greater value.

We may still have a few more POA members once we finish out the year and make sure that all new dock members have paid.

Management Software Update:

We have run into a bit of a snag with the software with regard to the forward-facing to the community aspects and their use. We are still working to get it adjusted and our fingers are crossed, but we (exec committee members and Tanya) are also being pragmatic and discussing how we will move forward if we need to step away from AppFolio.

In general terms, we have been told that certain headings of information cannot be adjusted to fit our verbiage and/or formatting. The most critical is how we label properties in our data collection which is by Block and Lot, and the concern is that if we were not happy with this product after exporting our data, it could be difficult to return back to our current system. There are issues with holding on to past data, and also with sections where community would have to input their information into fields that are labeled something different than what they were in fact supposed to put there. For example, boat registration information would need to be inputted into a category for Vehicle Registration. Another is that Dock info (dock #) might need to be inserted in a field called Pets. While some of us might look at these as not being a big deal, please remember that with almost 800 members for just POA in our system, and assuming that all have boats to record too, if ten percent of them having issues figuring this out then a lot of assistance will need to be given. And remember that Easement members also have to get tags for their boats and provide their information, so it actually would be many more.

We are optimistic it will work out, however, and if doesn't we will need to move forward. We will keep everyone apprised by next month.

Correspondence:

1. Jess reports that a new Airbnb management company is advertising on UGL and states that 7 beach passes are included. Board will follow up.
2. Received notice of an Airbnb renewal at 482 Lakeshore Drive.

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3. Report of someone dumping tile refuse in Parklands that was later reported to be cleaned up by the contractor.
4. Email that an old dock that was installed on the new bulkhead by the Clubhouse needs repair.
5. Copies of three septic applications received. The town no longer provides paper copies of plans, only emails.

Committee Reports:

A) Activities: Heather Becker

Clubhouse Book Club started this past Thursday and is off to a great start. Friday Socials continue to be very successful and we see new faces at each one. Comedy Night was a huge success. Lots of great feedback from all who attended. Working on cleaning cabinets and making arrangements for Brunch with Santa.

B) Beach: Kylie Klimek no report

C) Boathouse: Doug Grayson no report

D) Clubhouse: Gary Zielinski and Anthony Giannantonio

Joe Ponzo was invited to give a presentation and hold a discussion session with the Board regarding the heating systems at the Clubhouse.

A motion was made at 8:56pm to purchase and install two geothermal replacement units for a price not to exceed \$34,000 by Jessica Nicosia, seconded by Laura Nietzer.
In Favor 9 Abstentions 0 Opposed 0

E) Dam: Andrew Quirk no report

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

G) Docks: Karen Sarnowski

Unfortunately, the Dock Waiting List is back up to 38, with 8 of those either lakefront with an existing dock, lakefront and wanting to replace, or lakefront and wanting to install a new dock. There are not 30 open spaces for new docks, unfortunately.

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In this vein met with Phil Barbaris and discussed options to open up an area on Point Breeze in Carter Cove for new docks and for parklands access. We discussed the topography and agreed that with some clean up on our lot it would be a super nice area for users. Post-meeting we reached out to Jim Schappell for a survey of our lot and the adjoining parklands. He has indicated he will do this in the upcoming weeks. Once this is completed, we can look at some hard numbers of what a prefab stone path with stairs might cost along with some dead tree removals.

Met with dock builder mentioned in 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. Dock was removed and there was a significant number of piled rocks under the dock. Many people do this when clearing the area where they might swim or where a boat is to park. There were a couple of concrete and post stanchions left for removal. It was determined that a different placement along the lakefront would be easier than trying to remove all of the rocks and the PO was amenable to this suggestion. It worked out that the water was a bit deeper in this area and would also not be right in front of their view, since this is a very wide lakefront property. This same PO has a call in to the committee and will reach out to them after our meeting.

At this meeting Heather also accompanied and spent a lot of time with the PO's contractor, who is repairing the "B" section of the bulkhead that is currently rock and not in great shape. This is at the right side of the property as you face the lake.

Section "A" is to the left side and is a creosote tx lumber application which is currently held up by a line of trees that are growing in the lake with some already dead and others appearing to be in that same process. We did discuss the need for an engineer to evaluate the situation and determine if it would be possible to install a shorter height bulkhead at the water's edge and then tier the sections behind to hold back the earth, which may not require a bulkhead permit. The PO has an engineer that has some contacts in the NJ DEP, so he planned to reach to them as a next step. He also requested that Parklands join the POA team to discuss the trees' removal and what would be required as to planting for restoration reasons.

Will continue to try to plug along with the lakefront applicants for docks and reach out to all on the list if the email system works (a lot of glitches this year with emailing).

H) Dredging: no chair, no report

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I) Easement: Terry Gianniotis no report

J) Entertainment: no chair, no report

K) Environmental: Andrew Quirk no report

L) Insurance: Debra Morrison no report

M) Legal: Paul Donoghue CONFIDENTIAL FOR EXEC

N) Master Plan: no chair, no report

O) Parklands: Jim Jones

Bulkheads: Heather Becker

In mid-July, Heather Becker and Karen Sarnowski met with Phil Barbaris of Barbaris Builders at the north end location of Passaic Drive. This meeting was prompted by a member's request to install a bulkhead at his dock area due to continued road runoff going into the lake at his dock area. Passaic Drive is an unpaved road with no drainage system in place. This location, the north end of Passaic, has a sizeable hill and is known to be a difficult incline in the winter months from becoming very rutted and broken up. WM DPW dumps and spreads copious amounts of gravel in the area most springs due to the poor condition of the roadway. Heavy rains cause dirt and gravel to run down the hill and infill the lake.

Following the Dock Owner's complaint, Karen Sarnowski went to investigate. She found the lake so infilled at that time that the lower lake level was very apparent, with dry areas adjacent to where the water would normally be lapping. Knowing how bad this area can be with runoff prompted the meeting with Heather, Phil, and Karen.

The entire area was searched to determine runoff pathways and areas of most concern. While there, the water had already receded to the point of exposing 12-18" of lake bottom. Those areas were also filled with roadway gravel and stones. Pathways of runoff through the parklands at the center of the hill were noted along with accumulated gravel throughout the underbrush. Additional accumulations were noted at the bottom of the hill.

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An adjacent neighbor saw us checking the area out and came out to inform us of the bulkhead and sand covered area that was built by the neighbors years ago to try to stop some of the infilling occurring in the lake. Unfortunately, infilling could still be seen past this point, but at a lesser amount than at those areas on the hill and at the base. Measuring existing infill in the water appeared to go out another 2-3 feet, and this was after the exposed areas of 12-18" from the shoreline.

We discussed our options to determine what could protect the best from the annual runoff and create an appealing and accessible area for the lake community. Attached is a rough plan that we created. The property that we are looking at is in Section A of the map snip. Section B should also be addressed once A is completed. There is a property owner to the left of Section A. A survey of the boundaries of this property has been requested of Jim Schappell, Surveyor.

The plan is to remove the trees (pink on the drawing), many of which are dead or in the process of dying. We do not know currently if some are on the adjacent property owner's property or on ours, but the survey will determine that. We would look to plant some new trees to create a bit of a barrier between our property and the adjacent owner for privacy, since this area will continue to be utilized for docks. The entire section would have two walls, one at the water's edge and then a second to allow for better grading of the overall spot and stability of the earth. The lower level would have a top layer of 5/8" crushed stone. The upper level would be quarry process and could be utilized to park on. The top layer would be the first line to "catch" runoff and the second would be only in the case of torrential rains creating heavy run off from the top level to the lower level. At the bottom of the hill where there are a couple of existing docks and a wooden staircase, we would install a stone staircase which would allow for access to all of the waterfront at this improved area. The area to the right of the new stone stairway would be redone to include filter fabric and new crushed stone to match the lower level pathway adjacent to the lake. Currently there is beach sand in this area and appears very much as if owned by a private owner which it is not, it is parklands. This work will exceed our bid threshold and we will be contacting contractors to give us pricing.

Based on past discussions, we should utilize monies withing our Dredging Sinking Fund, since the prime reason for this work is to prevent further infilling of the lake and loss of lake. Infilling would need to be removed via a dredging method and therefore

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falls into Dredging as being a deterrent to avoid dredging. The board has discussed Erosion Control as being a deterrent to costly dredging. The change of the landscape is pretty remarkable in this area. When we first looked at the map, Phil could not determine where the area was because the lake's edge has totally changed from our Steve Eid map. That is how much damage has already been done.

Currently the lake is up a bit too high to perform any work. We should still move forward in getting proposals with the caveat that work is to be performed as soon as conditions allow and if significant time has passed (to be stated in contractor's proposal as "Proposal price good for X amount of months or thru 6/20XX ") contractors can be asked to update their price as need be. This information will be conveyed to all bidders and this will allow us to move when the conditions are good potentially with another dry summer.

Encroachments:

P) Publicity & Public Relations: Lauren Engleman

- Working to consolidate social media accounts.
- Identified numerous logos being used by different committees - will work to find one unified logo we agree on.
- Granted access to post in UGLPOA FB so posts can sync with Instagram

Q) Security: Laura Nietzer, no report

R) Stumps: Jim Jones, no report

S) Weeds: Rene Manzo

Kenny Hall, the original contractor with whom we have been dealing to put electrical service in Audubon Cove, has decided he does not have time. So will be looking for another contractor.

T) West Milford Lakes Association: Andrew Quirk, representative

A motion to adjourn was made at 9:03pm by Kylie Klimek, approved by acclamation.

Respectfully submitted,
Margie Culhane, Secretary