

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES Regular Session Minutes
December 13, 2022**

Attendance

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

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

Attorney Present – none

Public Session:

Will Cytowicz came to introduce himself as a potential candidate for the Board. He has been active in the community as a lifeguard at the POA beach, and has been a long-time volunteer for cleanups, beach activities, clubhouse projects, stumps, security, and activities. He also is a member of the Board of Education.

With a quorum present, the meeting was called to order at 6:43pm by President Terry Gianniotis.

A motion was made at 6:48pm to appoint Will Cytowicz to the UGLPOA Board of Trustees by Jessica Nicosia, seconded by Laura Nietzer, effective January 2023 pending verification that his membership is up-to-date.

In Favor 11 Abstentions 0 Opposed 0

A motion was made at 7:25pm to move to Executive Session by Laura Nietzer, seconded by Anthony Giannantonio.

In Favor 11 Abstentions 0 Opposed 0

A motion was made at 7:40pm to exit Executive Session by Jessica Nicosia, seconded by Lauren Englemen.

In Favor 11 Abstentions 0 Opposed 0

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Treasurer's Report:

A motion was made at 7:51pm to approve the November 2022 Financials by Jessica Nicosia, seconded by Andrew Quirk.

In Favor 11 Abstentions 0 Opposed 0

A motion was made at 7:52pm to fully fund the Capital Improvement fund at \$30,183 by Jessica Nicosia, seconded by Karen Sarnowski.

In Favor 11 Abstentions 0 Opposed 0

A motion was made at 7:54pm to use the Contingency Fund to cover the Dam overage of \$1,970.57 by Jessica Nicosia, seconded by Karen Sarnowski.

In Favor 11 Abstentions 0 Opposed 0

A motion was made at 7:55pm to approve the November 2022 Regular Meeting and Executive Session Minutes as corrected by Jessica Nicosia, seconded by Karen Sarnowski. In Favor 6 Abstentions 5 Opposed 0

A motion was made at 8:47pm to approve the 2021 audit as amended by Jessica Nicosia, seconded by Karen Sarnowski.

In Favor 10 Abstentions 0 Opposed 0

Membership Secretary Report:

Current Membership as of end of November 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 – 1613 (1586) – Easement Only – 828 (831)

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 thru recent property sales, collection efforts or a household now wanting to use the lake for

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beach or to have a dock and they paid up past dues to become a member of the POA. This rate is at 100.57%.

To date, we have collected almost \$96.5K in past due Easement Fees, so we continue to track similar to prior years which doesn't really fall in line with our past assertion that collections will be falling off. We might need to remove that assertion from our communications until we see a fall off of a greater value.

Management Software Update:

As was reported last month, we ran into some issues when we were importing our data into AppFolio's system. Over a number of meetings with AppFolio and drilling down what we could live with and what we could not, it was determined by the group and users that AppFolio just had too many unworkable situations that in the end would require significant "work arounds" and would mean more work for the office, but even more importantly, the loss of searchability in our records, which is paramount in our daily operations.

Sadly, we had to walk away. This was greatly disappointing to some of us who have dedicated many hours invested in vetting the program and trying to make it work. Many of our assumptions were based upon the sales team's assurances that our different scenarios would work in their system, and in the end this did not turn out to be true.

We worked out a deal with AppFolio that we would only pay the Implementation Fees and they would void our contract at no additional cost. We paid and lost \$2200, but with the contract voided at no cost, we saved spending another \$8K.

So, we are back to the drawing board but the good news is that we were referred to a community member who happens to live next to our board president, who happens to work in IT and has offered his knowledge to assist us in finding a program that works for us. Part of the committee met and spoke with him this weekend, and he is already making calls and talking with software companies. He fully grasped our needs and knows the exact questions to ask (aside from speaking the IT lingo and showing these companies that we have someone who knows systems and simply telling us something will work for us is not enough to make us jump on board).

The other good news is that this experience helped us to zero in on what are absolutes for needs, what are items that we may be able to let go of using, and also what very

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specific questions to ask regarding items that we viewed to be easily changeable, but in the end, they were not and were deal breakers.

We are excited that bringing on Steve in this decision-making process is going to be most helpful in finding the right solution for our recordkeeping. We are determined to get this right and find a workable solution, however we can. We'll keep the board informed as we continue down this path.

Thus, the usual Invoices will be going out for 2023. Tanya plans to work on them the last week of the year and get them out by 1/15/23.

Committee Reports:

A) Activities: Heather Becker

Brunch with Santa this past Saturday was a huge success. The committee has done an excellent job in bringing activities to the community for 2022. We will close our 2022 with our final event Friday Night Social on 12/30 @ 6pm. This will be an early New Year Celebration.

Ongoing Events for 2023:

- Vendor Fair (4/29 & 9/9)
- Comedy Night (4/15 & 11/11)
- Captains Course (2/18)
- Music Under the Stars
- Brunch w/Bunny (3/25)
- Book Club (1st Thursday of each month)
- Yoga
- Friday Night Socials (Last Friday of each month)
- Brunch w/Santa (12/9)
- St. Patrick's Day (3/17)
- UGL Day

B) Beach: Kylie Klimek no report

C) Boathouse: Doug Grayson no report

D) Clubhouse: Gary Zielinski and Anthony Giannantonio

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HVAC report – Heat issues due to a blown fuse, which will be investigated as to why it blew. Gary recommends surge protectors in all the boxes. Discussion of the stove issues. Suggested deep clean of the refrigerator.

E) Dam: Andrew Quirk

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

G) Docks: Karen Sarnowski

Request for permission to build a non-conforming dock at the end of Pickwick Court, which is on the east side of the lake near the Living Word church. This area of the lake is extremely shallow. Observation is that there is approximately 12" or less of water for at least 8 – 10' off of the shoreline. Observation was made after the lake was back up to full height. Since this location is at the area of dense stumps and frequently sees on-shore winds, a boat will need to be tied back on the dock to avoid crashing into the hilly landscape, but even more so with the shallow waters.

Recommend that they plan for a 26' dock, and once building commences and they can get into the lake, if measurements show that depth remains similar farther out into lake, they should come back to the board with a request for a further extension. Measuring in the lakebed will really need to be done.

The area of placement is hilly, and a staircase of 3-5 treads will be necessary to get down to a dock at the waterline. Area in front of stairs is also hilly and am requesting that for safety reasons and securing of the stairway reasons, an up to 8' long x 4' w ramp also be allowed. This ramp will serve two purposes: to give a safe path to the stairs, as well as a solid anchor to which the stairs down to the dock can be affixed.

Building will be in the spring. Committee has met the builder on a prior assignment and he is a skilled carpenter who presented the DO's with a written description of the work he would provide. The original request was to make the ramp wider which was denied, since that would be more of a deck rather than a walkway.

H) Dredging: no chair, no report

I) Easement: Terry Gianniotis

Discussion of various Airbnb properties that are not permitted, violating the Easement, and/or causing disturbance to the neighborhood.

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J) Entertainment: no chair, no report

K) Environmental: Andrew Quirk

Water levels returned to crest at the Dam and we had our first snow on December 11th. The Township will soon have their SDL platform functioning and will then be able to share information on which residents are not having their septic systems pumped out. The new Director at the Health Dept. is sending out letters to residents not in compliance with the Town ordinance. The mayor re-iterated the Township's position that many unpaved roads in UGL are not owned by the Township, as they were never accepted, and therefore they will not assist with preventing runoff on Passaic Drive.

L) Insurance: Debra Morrison no report

M) Legal: Paul Donoghue - **Confidential for Executive Session**

N) Master Plan: Paul Donoghue, no report

O) Parklands: Jim Jones

Work was done near the dam to remove a large puddle collecting by the road that was going into the spillway.

Bulkheads: Heather Becker no report

Encroachments:

P) Publicity & Public Relations: Lauren Engleman

Reminder that the email schedule should be: read – proof – reread – send

Q) Security: Laura Nietzer

The security boat has been winterized by DeFeo and will be stored in the old firehouse.

Systems Monitoring: Anthony Giannantonio, no report

R) Stumps: Jim Jones, no report

S) Weeds: Rene Manzo

Weeds are dormant. Planning to meet with another contractor to see about electrical service to be placed in Audubon cove. Service to be used for aerator and water circulator to see if this will lessen the need for chemical treatment.

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T) West Milford Lakes Association: Andrew Quirk, representative, no report

A motion to adjourn was made at 9:12pm Anthony Giannantonio. Approval by acclamation.

Respectfully submitted,
Margie Culhane, Secretary