

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION  
BOARD OF TRUSTEES Regular Meeting Minutes  
June 13, 2023**

**Attendance**

Becker, Heather	E	Grayson, Doug	P	Sarnowski, Karen	P
Culhane, Margie	P	Jones, Jim	P	Tonnessen, Linda	P
Cytowicz, Will	P	Manzo, Rene	E	Zielinski, Gary	P
Engleman, Lauren	P	Morrison, Debra	E		
Ezratty, Steven	P	Nicosia, Jessica	P	Open seat	
Giannantonio, Anthony	P	Nietzer, Laura	P	Open seat	
Gianniotis, Terry	P	Quirk, Andrew	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 6.32pm by President Terry Gianniotis.

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A motion was made at 6:33pm to approve the May Regular Meeting and Executive Session Minutes as corrected by Margie Culhane, seconded by Laura Nietzer.

In Favor 9 Abstentions 1 Opposed 0

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A motion was made at 6:35pm to approve the December 2022 Financials by Jessica Nicosia, seconded by Karen Sarnowski.

In Favor 7 Abstentions 3 Opposed 0

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A motion was made at 6:37pm to approve the May 2023 Financials by Jessica Nicosia, seconded by Will Cytowicz.

In Favor 10 Abstentions 0 Opposed 0

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A motion was made at 6:56pm to move to Executive Session by Laura Nietzer, seconded by Will Cytowicz.

In Favor 11 Abstentions 0 Opposed 0

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A motion was made at 8:33pm to exit Executive Session by Will Cytowicz, seconded by Jessica Nicosia.

In Favor 12 Abstentions 0 Opposed 0

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A motion was made at 8:34pm to nominate Will Cytowicz to be the new Vice President by Laura Nietzer, seconded by Gary Zielinsky.

In Favor 11   Abstentions 1   Opposed 0

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A motion was made at 8:36pm to approve the new Credit Card Policy by Will Cytowicz, seconded by Gary Zielinsky.

In Favor 11   Abstentions 1   Opposed 0

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A motion was made at 8:39pm to appoint Andrew Quirk as Bulkhead Chair by Laura Nietzer, seconded by Will Cytowicz.

In Favor 11   Abstentions 1   Opposed 0

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President Terry Gianniotis created an Ad Hoc committee for an Aqua Park study. The Chair is Linda Tonnessen.

**Correspondence:** for Executive Session

**Membership Secretary Report:** for Executive Session

**Treasurer's Report:**

The Board will be voting at the July board meeting on the final 2024 UGLPOA budget, to be presented to the members for approval at the August public meeting.

**Committee Reports:**

A) Activities: Heather Becker no report

B) Beach: Linda Tonnessen no report

C) Boathouse: Doug Grayson no report

D) Clubhouse: Anthony Giannantonio and Gary Zielinski no report

E) Dam: Andrew Quirk

The Emergency Action Plan was updated and mailed to the ten Stakeholders. It will need updating again later this year when we get confirmation from NJ Dam Safety. Andrew attended a seminar by the Association of Dam Safety Officials.

F) Bylaws, Rules & Regs: no chair, no report

G) Docks: Karen Sarnowski – For Executive Session

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- H) Dredging: Will Cytowicz, no report
- I) Easement: Terry Gianniotis, no report
- J) Entertainment: no chair, no report

K) Environmental: Andrew Quirk

Water levels have dropped and water is no longer flowing over the spillway. Rain fall amounts are far below average and weed growth is advanced for the time of year. The aerator has been assembled but not yet placed in the Lake.

Work continues on assessing the worst areas of erosion around the Lake.

- L) Insurance: Debra Morrison no report
- M) Legal: for Executive Session
- N) Master Plan: no chair, no report

O) Parklands: Jim Jones

Bulkheads: Andrew Quirk

Encroachments: Will Cytowicz and Margie Culhane

P) Publicity & Public Relations: Lauren Engleman

IT: Steve Ezratty

We have identified four objectives which we are going to address. Below you will find a brief description of each.

1. Database – The current database is very outdated. The company that created it no longer exists and the acquiring company has sunset the application appx 2002. Thus, the database is not supported, and should it become corrupted, there is no support or recovery structure. There are multiple security risks involved when the computer is connected to the internet as well. Finally, there is no accessibility other than from a single outdated computer which is an addition risk due to old and unsupported hardware.

Some of our activities over the next few months will be related to data conversion and customization from the current format to the new format.

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2. Hardware – As mentioned, the existing used computer is old dated hardware. Should it fail, there may be difficulty obtaining replacement parts. Also, the software is unsupported leaving us vulnerable to virus, ransomware, and corruption. The computer is currently very slow and subject to outages, which is impacting office productivity.

3. Network – We will be looking at creating an internal network. This will allow for file, printer, and hardware sharing, as well as the backup of shared data.

4. Website – This is what represents us to the public and our membership. At present, it is functional but dated. We are going to give it a new look and feel as well as new features. We are currently looking for images of the area, so if you would like to contribute, please send them to the office.

Q) Security: Laura Nietzer

We have 2 new employees, and all has been quiet thus far.

R) Stumps: Jim Jones, no report

S) Weeds: Rene Manzo

Lake was treated separated by 2 weeks. No irrigation till June 22. Affected weeds are brown and will eventually fall to lake bottom from boats and wave action. Additional spot algae treatment was performed. Met with a third contractor for electrical service at Audubon. Assembled the lake aerator/ circulator. Will need to install with barge. Neighbors agreed to use their electricity until service installed. Water quality is very good.

T) West Milford Lakes Association: Andrew Quirk, representative  
Township recycling was discussed.

NJCOLA: No meeting.

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**A motion to adjourn was made at 8:57pm by Will Cytowicz. Approved by acclamation.**

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Respectfully submitted,  
Margie Culhane, Secretary