

**UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION
BOARD OF TRUSTEES Regular Meeting Minutes
February 13, 2024**

Attendance

Burr, Rob	P	Grayson, Doug	P	Nietzer, Laura	P
Culhane, Margie	P	Hartig, Jason	P	Quirk, Andrew	E
Decina, Dennis	P	Jones, Jim	P	Sarnowski, Karen	E
Cytowicz, Will	E	Lizotte, Travis	P	Tonnessen, Linda	P
Ezratty, Steven	P	Manzo, Rene	P		
Giannantonio, Anthony	P	Morrison, Debra	E	Open 1	
Gianniotis, Terry	P	Nicosia, Jessica	E	Open 2	

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

Attorney Present – James Romer Y/N

Public Session:

1. Karen and Michael Crowe, 52 Passaic Drive – received a certified letter from the Dock Committee about the change of policy regarding double docks in public areas, due to the long waiting list of dock applicants. They appealed to the board that they be allowed to retain their two docks since they have 2 boats and 2 PWCs, use their docks often, and have always been members in good standing. Meanwhile the dock next to them has never been used as long as they have owned their house.

The Board responded that without the dock chair being present we would have to discuss it and confer with the Dock Chair and get back to them later.

With a quorum present, the meeting was called to order at 6:33pm by VP Anthony Giannantonio.

A motion was made to approve the January Regular Meeting minutes as corrected and the Executive Session Minutes at 6:36pm by Margie Culhane, seconded by Rob Burr.

In Favor 7 Opposed 0 Abstentions 3

Treasurer’s Report:

A motion was made to approve the January Financials at 6:37pm by Margie Culhane, seconded by Laura Nietzer.

In Favor 9 Opposed 0 Abstentions 2

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Correspondence:

The board received notice that WM Volunteer of the Year award nominations are due by March 8, 2024. The board voted to nominate Jim Jones for the award due to his unwavering 30 years of service to our lake, including 28 years hosting our annual fishing derby and 30 years of removing stumps, trees, and other garbage to improve the health and safety of UGL.

Membership Secretary Report:

	Jan 2024	Jan 2023
Membership Numbers:		
POA Members	10	1
Double dock		
Total POA		
Tenants (Renters)		
Specials (Stevens' Estate)		
Total Tenants & Specials		
Total POA, TEN, SPC		
Total Easement	27	3

A motion was made at 6:47pm to move to Executive Session by Laura Nietzer, seconded by Rob Burr. In Favor 11 Abstentions 0 Opposed 0

A motion was made at 6:52pm to exit Executive Session by Rob Burr, seconded by Terry Gianniotis. In Favor 11 Abstentions 0 Opposed 0

Committee Reports:

Master Plan – Rob Burr expressed his thanks for the cooperation of the committee chairs this month who submitted their templates and shared what they are doing. The objective of the Master Plan as stated is to eliminate duplication and reduce similar or repeated issues that come up and get rehashed which don't need to take up Board time over and over again. The Master Plan should evolve and be regularly maintained. To protect confidential information, the Master Plan will be kept in the office and secured as For Board Use Only.

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All submissions are for the draft schedule for June completion. Steve and Tanya are also members of the committee, thank you both.

Thanks to everyone for their contributions,

A motion was made at 6:58pm to approve the Environmental Committee submission from Andrew Quirk to the Master Plan by Rob Burr, seconded by Dennis Decina.

In Favor 10 Opposed 0 Abstentions 1

A motion was made at 7:15pm to approve the Dam Safety Committee submission to the Master Plan by Rob Burr, seconded by Laura Nietzer.

In Favor 8 Opposed 0 Abstentions 1

A motion was made at 7:16pm to approve the Treasurer submission to the Master Plan by Rob Burr, seconded Jay Hartig.

In Favor 8 Opposed 0 Abstentions 3

A motion was made at 7:18pm to approve the Ad Hoc IT Committee submission to the Master Plan by Rob Burr, seconded Terry Gianniotis.

In Favor 8 Opposed 0 Abstentions 3

A motion was made at 7:20pm to approve the Ad Hoc Bulkhead Committee submission to the Master Plan by Rob Burr, seconded Terry Gianniotis.

In Favor 8 Opposed 0 Abstentions 3

Security Committee – Laura Nietzer met with troopers from the NJSP, Marine Services to get to know them better and forge a good working relationship. Discussion was had about different boating laws and she learned that Title 13 of the state laws includes that every body of water can create their own laws too, which then become State law for that particular lake (like our Blueberry Island no wake zone and speed limit).

During our recent public meetings, most of the complaints were about speeding, especially by PWC operators. Laura proposed that the weekend and holiday speed limit of 30mph also be mandated on weekdays.

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We continue to look for a used jet ski for security to use in areas that are inaccessible by the boat.

A motion was made at 7:30pm by Laura Nietzer, seconded by Rob Burr, that no vessel shall be operated on Upper Greenwood Lake at a speed over 30 miles per hour. Between sunset and sunrise, no vessel shall be operated at a speed more than 10 miles per hour.

In Favor 5 Opposed 7 Abstentions 0

A) Activities: no chair
See attachment for Activities Schedule

B) Beach: Linda Tonnessen
Research is being done for beach sand, and staffing for the summer is underway.

C) Boathouse: Travis Lizotte no report

D) Clubhouse: Anthony Giannantonio
Work is being done on the bathrooms.

E) Dam: Andrew Quirk no report

F) Bylaws, Rules & Regs: no chair
Laura Nietzer - Once again, we continue revising bylaws a small section at a time. Proposed changes were presented to the Board for discussion. The need for a standing IT committee was discussed. The Board approved the following changes for presenting to the public in June:

A motion was made at 7:35 pm by Laura Nietzer, seconded by Rob Burr that Article 7, Section 2, No. 5 "All expenditures over \$2,000.00 shall require a written bid by at least two suppliers" be changed to "All expenditures over \$3,000.00 shall require a written bid by at least two suppliers."

In Favor 12 Opposed 0 Abstentions 0

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A motion was made at 7:39 pm by Laura Nietzer, seconded by Rob Burr that Article 7, Section 2 under Executive Committee, "All committees must submit their budgets for the next calendar year to the Executive Committee in January" be replaced with "All committees must submit their budgets for the next calendar year to the Executive Committee at least three board meetings before the scheduled Public Meetings where budgets are voted on."

In Favor 12 Opposed 0 Abstentions 0

A motion was made at 7:43pm by Laura Nietzer, seconded by Travis Lizotte that Article 7, Section 2, under Standing Committees, Publicity, remove "publish a newsletter and maintain the website."

In Favor 12 Opposed 0 Abstentions 0

A motion was made at 7:47pm by Laura Nietzer, seconded by Rob Burr, Article 8, Section 3, Meeting notification, that "and by digital or electronic communication" be added at the end of the sentence.

In Favor 12 Opposed 0 Abstentions 0

G) Docks: Karen Sarnowski

The Committee sent notices to those members with past double dock assignments in publicly accessible areas that this practice is no longer continuing and that their space / dock would be reassigned to someone on the dock waiting list this spring. They were told that dock removal needed to occur first and were given a date for removal otherwise the physical dock would be assigned to the new assignee. Notice was also sent regarding a member being required to move their second dock in front of their lakefront property for the same reason of assigning someone on the wait list their current spot. There has been no return correspondence at this time from any of these members.

Dock list remains over fifty people and some preliminary work is being done as able/weather permitting, so that as soon as Spring weather remains at warmer temps assigning can start.

The area that has been discussed in the past on Racetrack Drive for new docks will require an early Spring volunteer clean up party to ready it for some mulch in area of

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high weeds (including poison ivy) and trimming of scrub brush, so that assigning can take place here. I have met with Mtn Landscaping so that he has a good understanding for the tall grasses that will be planted to provide some privacy for dock owners, parklands users and the adjacent home. This home appears to currently be condemned and we will be reaching out to the township for some clarity of what is happening for this property. It had been reported that PO had appeared to remove some items from burned dwelling and much of these items were tossed onto our Easement Property. Will speak to town on what are rights are as an adjacent owner for clean up on our property. I will note here as a reminder for older board members and information for new members that a good-sized portion of this home is built on the Easement. This owner was required to pay an additional fee because of that. If the property is rehabbed or put up for sale this information should be communicated to Owner / Realtor, whatever the case may be.

The tires that were abandoned on the parklands very near to here and for which we received a zoning violation are still at this location. If we can get these picked up and disposed of it would be appreciated since the person that we plan to contact is the town official who issued that violation.

H) Dredging: Will Cytowicz

The direction forward is being solidified so the committee can present the action plan and costs. The lake may not need to be lowered for dredging purposes because of how cost prohibitive mechanical dredging will be. The primary focus is attempting the vacuum dredging technique.

I) Easement: Will Cytowicz no report

J) Entertainment: no chair, no report

K) Environmental: Andrew Quirk no report

L) Insurance: Debra Morrison no report

M) Legal: Terry Gianniotis no report

O) Parklands: Jim Jones

Bulkheads: Andrew Quirk

Encroachments: Will Cytowicz

The committee has been working on surveys and reviewing septic plans that come in.

P) Publicity & Public Relations: no chair, no report

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IT: Steve Ezratty

- IT Draft Template Submitted
- The Database Project is now considered **completed**. On going enhancements and work will no longer be reported as it will be in a constant state of evolution.
- We are transitioning to Customer Support now, so we will no longer have an implementation team meeting. Implementation is considered complete.
- We will have a single meeting with our CSM to close the implementation.
- Invoices were generated by the system and mailed to property owners.
- Addition of docks and property photos continues
- Tanya has added all historical / legal docks to the system and maps to the community page

Below are some of the accomplishments completed during the implementation:

<p>Validations</p> <p>(Check the box if complete.)</p>	<input type="checkbox"/> Balance Sheet <input type="checkbox"/> Income Statement <input type="checkbox"/> Banks Loaded <input type="checkbox"/> Owners Loaded <input type="checkbox"/> Number of Properties <input type="checkbox"/> Verify Owner Balance Report <input type="checkbox"/> GL Ranges & Accounts Confirmed <input type="checkbox"/> GL Detail Report <input type="checkbox"/> GL Required Accounts: Accounting Setup <input type="checkbox"/> Confirm and Assign Recurring Charges <input type="checkbox"/> GL Under Codes (Income/Receivables) <input type="checkbox"/> Confirm CCR/WO Ticket Counts <input type="checkbox"/> Vendors Confirmed <input type="checkbox"/> Offsite Alternate Address Flags <input type="checkbox"/> Foreign Alternate Addresses <input type="checkbox"/> Templates Transferred <input type="checkbox"/> Code Distribution <input type="checkbox"/> Confirm Ability to Print Checks <input type="checkbox"/> Digital Signatures Complete <input type="checkbox"/> Reply to Emails
<p>Best Practices</p>	<input type="checkbox"/> AR Charges, Prepaids, Late Fees <input type="checkbox"/> Statements & Coupons <input type="checkbox"/> CCR/WO Process <input type="checkbox"/> Collection Action Process & Templates <input type="checkbox"/> First-Time Bank Rec <input type="checkbox"/> Reports: Standard & Packages

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R) Stumps: Jim Jones no report

S) Weeds: Rene Manzo

Some ice and snow cover can help decrease weed growth during the winter. As spring approaches clear water will turn somewhat turbid during lake turnover. This will bring some nutrients to the surface and algae growth. The brighter green algae is usually Spirogyra and a good algae. Cyanobacteria/blue green algae usually occur later in the summer.

T) West Milford Lakes Association: Andrew Quirk, representative
No meetings in the winter.

NJCOLA: No meeting.

**A motion to adjourn was made at 9:24pm by Laura Nietzer. Approved by
acclamation.**

Respectfully submitted,
Margie Culhane, Recording Secretary

Attachments:
Activities Calendar 2024

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ACTIVITIES SCHEDULE 2024

Feb 1	<i>Book Club</i>	Sept. 5	<i>Book Club</i>
Feb 22	Activities Meeting	Sept 19	Activities Meeting
Feb 23	<i>Friday Night Social</i>	Sept. 27	<i>Friday Night Social</i>
		Sept. 21	Vendor Fair
March 7	<i>Book Club</i>	Oct. 3	<i>Book Club</i>
March 15	Set Up Breakfast With Bunny	Oct. 17	Activities Meeting
March 16	Breakfast With Bunny	Oct. 19	Trunk or Treat
March 21	Activities Meeting	Oct. 25	Friday Night Social, Halloween Party
March 29	<i>Friday Night Social</i>		
April 4	<i>Book Club</i>	Nov. 7	<i>Book Club</i>
April 12	Set Up Comedy Night	Nov 15	Set Up Comedy Night
April 13	Comedy Night	Nov 16	Comedy Night
April 18	Activities Meeting	Nov 21	Activities Meeting
April 20	Paint n Sip	Nov. 29	<i>Friday Night Social</i>
April 21	Hiking Club-Stairway		
April 26	<i>Friday Night Social</i>	Dec. 5	<i>Book Club</i>
May 2	<i>Book Club</i>	Dec. 13	Set Up Breakfast with Santa
May 16	Activities Meeting	Dec. 14	Breakfast with Santa
May 18	Kyack Race	Dec. 19	Activities Meeting
May 19	Hiking Club-Cascade Lake	Dec. 27	Friday Night Social, End of Year Celebration
May 31	<i>Friday Night Social</i>		
June 1	Hiking Club-Sandcap		
June 6	<i>Book Club</i>		
June 20	Activities Meetingp		
June 28	<i>Friday Night Social</i>		
June 29	Music Under the Stars		
June 30	Fishing Derby		
July 4	<i>Book Club</i>		
July 13	POA Hot Dog Roast (Beach)		
July 18	Activities Meeting		
July 26	<i>Friday Night Social</i>		
July 27	Music Under the Stars		
August 1	<i>Book Club</i>		
August 15	Activities Meeting		
August 24	UGL DAY/ FIREWORKS		
August 30	<i>Friday Night Social</i>		