

# How Do I?

## ***Help with Common Questions***

1. *Join the Lake Swannanoa Homeowners Association* - A variety of membership opportunities are offered. Homeowners whose properties border Lake Swannanoa waters and properties incorporated in the Ringling Manor Estates Maps as filed in the Morris County Clerk's Office are eligible for membership. Check the website [www.lakeswannanoa.org](http://www.lakeswannanoa.org) for further information on each form of membership.
2. *Obtain LSHA boat stickers and beach tags* - Association members in good standing (all dues, assessments, and interest paid) are annually provided identification tags. If you do not receive them, please contact the Treasurer and/or Beach Manager - contact information is on the LSHA website [www.lakeswannanoa.org](http://www.lakeswannanoa.org).
3. *Pay my Association financial obligations* - Bills, invoices, and statements are sent to the deeded owner. If you lose your bills or statements, please contact the Treasurer, email: [lakeswannanoa@optonline.net](mailto:lakeswannanoa@optonline.net), or send your payments to Box 2385, Oak Ridge NJ 07438 with your name and address on your check. In accordance with our bylaws and GAAP, payments are posted to oldest invoice balances. Therefore, if your account is in arrears, those balances are paid first.
4. *Construct a dock* - Firstly, a dock or pier must cross LSHA-owned property to reach the water. Therefore, you must be a covenant member in good standing prior to any construction. The LSHA dock guidelines can be found on our website [www.lakeswannanoa.org](http://www.lakeswannanoa.org). You submit your plans to the LSHA board for review and conformance to LSHA regulations. Then, you should go to the Township to see if a permit is needed. The Town rules pertaining building a dock are subject to change.
5. *Remove trees from my property* - Under current Town policy, you are permitted to remove one *live* specimen tree a year without permit from your property. If there are many diseased, dying, dangerous, or damaged trees to be removed, you must receive approval from the Town Forester. A permit is needed from the Town to remove more than one tree a year. The Town policy is on our website and the Town web site. Contact the Town Forester for questions.  

If a tree is fallen into or within the 10' strip, LSHA will not remove it. The 10' strip is burdened by an easement. As researched by our attorney and supported by case rulings, it is the responsibility of the property owner (dominant tenement) using the easement (servient tenement) to maintain and repair the easement. Therefore, it is the homeowner's responsibility to remove the fallen tree.

6. *Know when to put out my garbage and recycling* - Tuesday and Friday are garbage days. Thursday is recycling - one week is mixed paper and the next is mixed glass and plastic # 1, 2, 3 and 5. Wednesday is vegetative waste. Check the Jefferson Township website for details on each week's collection, or call 973-697-1500. Or, you can drive your paper, metals, and wood debris to the Town Recycle Center at the corner of Weldon and Milton Roads near the Library which is open Weds and Sat.
7. *Report off-road vehicles on our local streets or private lands* - It is unlawful to operate any off-road vehicle on any public or private property within the State of NJ. Violators are subject to fines and confiscation of their vehicles. Call the Police 911 if you see anyone doing so.
8. *Report a dog or cat running loose in our neighborhood* - Call Jefferson Animal Control, 973-663-3241 located at 57 Minnisink Rd.
9. *Report speeding vehicles* Dial 911 - The Jefferson Police will respond to your call.
10. *Keep my identity as a violation reporter unknown* - When you call the Police or other agency you must request that your name and address are not used. The police dispatcher will then not broadcast any personal information over the scanner.
11. *Report a pothole or other road maintenance issues* - If it is a local road, call Jefferson Superintendent of Roads at 973-208-6142. You can call them too if you don't know which agency has jurisdiction. For County or State roads, call the appropriate jurisdiction.
12. *Report neighbors who refuse to remove trash and refuse from their yard* - Call Patty Romano, recycling and garbage collection, at 973-208-3639
13. *Call for a ride* - If you are over 55, you can call Jefferson Dial-a-Ride at 973-208-6123 for a ride to shop or for medical appointments - 48 hours notice required.
14. *Report trees and vegetation that are overhanging the street or right of way and creating a traffic hazard* - If the tree limbs are touching wires, please call the JCP & L electric company, 1-888-478-2300. For outage reporting, call 1-888-544-4877. If there are sparking wires, do not go near the downed wires - call 911 and the electric company.
15. *Report trespassing*- If you see anyone on the lake, at the beach, access trails, or commonly owned LSHA shoreline without identification badges, call Jefferson Police. LSHA has an agreement with them to permit them to intercede. The Association will file a trespassing complaint. Additionally, please call them if you see anyone, member or not on the dam spillway walls. Unless performing maintenance, no one is allowed on these structures.