

HALP Executive Committee

Meeting of 07/19/2023

EXECUTIVE COMMITTEE (laurelparkec@gmail.com): Presiding Officer and President: Ruth Anne Lundeberg (presidentlaurelpark@gmail.com), Clerk: Aaron Bissell (clerklaurelpark@gmail.com); At Large: Wil Morin (atlarge1lp@gmail.com), At Large: Lauren Anderson (atlarge2lp@gmail.com), Financial Officer: Kathy Murri (treasurerlaurelpark@gmail.com), Vice President: Andrew Lehman (vplarelpark@gmail.com), Property Chair: Peter Russell (propertycommitteelp@gmail.com).

ABSENT:

HOMEOWNERS: Erin Nelson, Wendy Kane, Lauren Vitiello, Judson Brown, Zoom User

GUESTS: Michael Pancione (Property Manager)

HOMEOWNER MATTERS:

1. Drainage Problem near Unit #32: Wil Morin

- a. Solving drainage issue caused by last year's paving.
- b. Homeowner proposes building a 35 foot curb set back from the road on Baker Street to prevent water from flowing into the front of his house and debris from blocking the dry well.
 - i. \$7.37/bag concrete * 20 qty * 1.0625 tax = about \$156.
 - ii. Haluch Landscaping in Ludlow. 65 - 4 x 7 x 10 cobblestones delivered to Laurel Park for \$534.73.
 - iii. Sealant \$35ea * 1.0625 tax = about \$36.
 - iv. Forms 2 - 16' x 2" x 8" = \$40
 - v. Total with sales tax: \$816.50.
 - vi. Wil would be doing work himself.
 - vii. Question about where the water would go if cobblestones are installed. Similar issues at other houses in the past have shifted the problem to other homeowners.
 - viii. Question about HALP spending funds to fix a problem at one house. It could set a precedent.
 - ix. Concerns that curb would be damaged by snow plows if it is too close to the road.
 - x. **Motion: Approve Wil's proposal as laid out above. PASSED.**

2. Septic meeting required for Unit #29.

- a. Does Wednesday August 2nd at 6:15 work?
 - i. Pending filing of paperwork.
- b. Attendees: Ideally EC members, former homeowner, designer.
- c. Abutting neighbors are invited.
- d. Permits and drawings are ready to present to the EC and have already been approved by the board of health.
- e. Drawing must be posted on the bulletin board 10 days prior to the meeting and abutting neighbors must be informed.

REPORTS:

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1. **PRESIDENT** (Ruth Anne Lundeberg)
 - a. Assisted/supervised homeowners with construction projects.
 - b. Worked with Property Committee to initiate research phase of a multi-year plan.
 - c. A link to pay homeowners' condo fees through AppFolio has been sent to all homeowners.
 - d. Worked with our attorney on legal matters relating to homeowner issues.
 - e. Mass Save has been contacted to arrange assessments.
 - f. Ruth Anne will ask our lawyer about rules for playground use.
2. **VICE PRESIDENT** (Andrew Lehman)
 - a. Unit transfers
 - i. Orientation has been done for unit #37.
 1. August 15th closing.
 - ii. Orientation complete for unit #16.
 1. August 11th closing.
 2. One of the new owners is a septic system expert from EPA who may be interested in helping with the community wide utilities map.
3. **PROPERTY OFFICER** (Peter Russell)
 - a. [See Linked Document](#)
 - b. Additional Info on trees:
 - i. Estimate is \$8000 to remove 5 priority trees using a specialized crane.
 1. **Motion: Approve \$8,000 for tree removal. PASSED.**
 - ii. Two additional trees brought to PC attention - red maple near #57 and an apple tree leaning against a house.
 - iii. Also some trees have branches hanging low over the road.
4. **FINANCE OFFICER** (Kathy Murri)
 - a. [See Linked Document](#)
 - b. Only slightly behind on income for time of year.
 - i. \$647 in significantly overdue fees.
 - c. Overall expenses are a little low.
 - i. Utilities are on target although some individual utilities are higher.
 - d. Question about locking so much of our savings into 11 month CDs.
 - i. It's quite unlikely that those funds will be needed, especially since we have insurance. Because there are two CDs, we could also end only one early in an emergency.
5. **CLERK** (Aaron Bissell)
 - a. No Report.
6. **AT-LARGE 1** (Wil Morin)
 - a. Looking for quotes to install new electrical service to the trailer or Makerspace barn and provide power for an EV charger.
 - i. Will reach out to an electrician(s) about installing 100 or 200 amp service.
 - ii. Something to note: if we ever want to have solar panels on any buildings, the meter needs to be in sight of the electrical panel (where the breakers are).
 - iii. Question of whether or not there's enough interest in electric cars in Laurel Park to support investing in an EV charger.
7. **AT-LARGE 2** (Lauren Anderson)
 - a. Contacted Pioneer Valley Mosquito Control District representative, John Briggs.

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- b. He visited and set two traps to see what kind of mosquitoes we have, which can help us figure out what kind of preventative measures we can take.
 - c. [See his linked report.](#)
 - d. State will only get involved if mosquitoes are a disease vector.
- 8. PLAYGROUND COMMITTEE**
- a. Support braces have been installed on the swingset. Second coat of paint will be applied.
 - b. Bark being removed from the logs to prolong their life.
 - c. Rules still need to be approved by our lawyer.
 - d. Would like a line item in the budget for playground upkeep.
- 9. PROPERTY MANAGER** (Michael Pancione)
- a. Most items have already been covered by others.
 - b. Preparing to fix rotted sections of floor in EC office.
- 10. LIBRARY COMMITTEE** (Tryna Hope, Erin Nelson, Patti McManamy, Liz Duffy Adams)
- a. No Report.

OLD BUSINESS:

- 1. Creating a multi-year plan for expenditures and income.**
- a. Ad-Hoc committee working on the multi-year plan.
 - i. Open to all interested homeowners, including EC, SU, LPA (homeowners only) and Property Committee. Long-range planning committee will be absorbed into this committee.
 - b. Time to send an announcement about the project to the listserv.
 - c. First meeting will take place on Wednesday, July 26 at 6:15 pm.
 - d. By zoom? Or Hybrid?
 - i. Mike Pancione says we can use his conference room at 79 King Street.
 - e. Committee will research and coordinate information on such topics as methods, contractors, costs and more.
 - f. Ideally, if able, all members of the EC and Property Committee will be involved.
 - g. Right now, we have some estimates. Rest of info could come from our own records.
- 2. Energy retrofitting common buildings.**
- a. Still in research phases.
 - i. Getting Laurel Park off fossil fuel to reduce carbon pollution.
 - ii. Maximize usability.
 - iii. Maximize energy efficiency.
 - iv. Reduce long-term cost of ownership.
 - b. Mass Save is coming July 24th to assess common buildings.
 - i. [See Linked Document](#)
 - ii. This is the first step to qualifying for funding/subsidies for new:
 - 1. Insulation
 - 2. Heating/cooling
 - 3. Windows
- 3. Improve ecological practices on grounds.**
- a. Reduce use of fossil fuel for grounds' maintenance.
 - i. Lower noise and pollution.
 - 1. We have received numerous noise complaints.
 - 2. Reduce our carbon footprint.

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- b. Support the native plants and animals by creating more diverse habitats.
 - i. Pollinator gardens and/or no-mow areas.
 - 1. Reduce need for mowing.
 - a. Reduce costs.
 - b. Reduce noise and pollution.
 - c. Reduce our carbon footprint.
 - d. Question about potential for increased tick, mouse, etc. populations. Increasing biodiversity would be likely to reduce pest populations, but we would want to be careful about where we placed low mow areas/wildflower gardens.
 - ii. Bat houses.
 - 1. Bats are voracious mosquito predators.
 - 2. Bat houses discourage bats from nesting in buildings.
 - a. We have found bats in our common buildings, recently in Normal Hall.
 - b. Some homeowners have had bats in their homes.
 - 3. Several criteria for bat house placement.
 - a. Generally they would go on houses (with homeowner permission) or common buildings.
 - iii. Currently In Progress
 - a. Reviewing mowing map to reduce mowing area to replace with pollinator areas.
 - b. Looking for electric mowing.
 - c. Looking for alternatives to gas-powered leaf blowing.
 - d. Looking into erecting bat houses to reduce mosquitos.
 - e. Looking into getting an EV charging station.
 - i. Right now we're actively discouraging homeowners from buying EV's since many people can't charge at their house.
- 4. Proposals for making Laurel Park's two listservs less confusing.**
- a. Change the halpct google group's name.
 - b. Implement [guidelines](#) for the halpct google group as instructed by bylaws.
 - c. **Motion: Adopt guidelines as written. PASSED.**

NEW BUSINESS:

- 1. Proposal to repurpose HALP office to a multi-use space available to all homeowners.**
 - a. LPA is looking for a climate controlled area for storing their documents.
 - i. They might want to remove their documents from the dining hall to the SU's storage area.
 - ii. LPA would like to make a proposal next month.
 - b. EC documents to be removed and stored elsewhere.
 - c. Pancione is repairing the office floor.
 - d. The proposal will be prepared for clean-up and other costs, on which the EC will vote.
 - e. **Motion: Convert EC office for use as a common space and notify other concerned groups of this action. PASSED.**
- 2. Nominations for 2024 slate.**
 - a. Which seats are open?
 - i. Vice President, Treasurer, At Large 1

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- ii. Two Property Committee Position
- iii. Nominating Committee
- b. Are current seat holders interested in continuing?
 - i. Andrew is interested in pursuing re-election as Vice President.
- c. 2023 Nominating Committee
 - i. Group has plans to meet on Monday, July 24th.
 - ii. Laura Wallis, Kandy Littrell, Andrew Lehmann
- 3. Time to prepare for the Budget and By-laws meeting, September 16.**
 - a. It's a general meeting, so all homeowners will be invited.
 - i. Zoom? In-person? Hybrid?
 - b. The 2024 proposed budget will be sent to all homeowners prior to meeting.
 - i. Who will work on preparing the budget?
 - 1. Will we work on the 2024 budget in conjunction with the multi-year planning budget?
 - 2. Question of how a multi-year budget could be adopted with our current bylaws structure.
 - ii. What to do if the multi-year budget is not ready?
 - c. Proposed bylaw changes will be sent to all homeowners prior to meeting.
 - i. How to proceed in preparation?
 - ii. First thoughts on possible bylaw changes?
 - d. There will be no voting at the meeting. Voting will take place at the Annual Meeting on October 21.

EXECUTIVE SESSION:

- 1. Motion:** Enter Executive Session. **PASSED.**
- 2. During the Executive Session, there was discussion, but no items that required voting.
- 3. Motion:** Leave Executive Session. **PASSED.**

Meeting adjourned. 8.58 pm.

Next Meeting Wednesday, August 16th at 6:15 via Zoom.

[Link to August Meeting Agenda.](#)