

HALP Executive Committee

Meeting of 11/15/2023

EXECUTIVE COMMITTEE: (laurelparkec@gmail.com): Presiding Officer and President: Andrew Lehman (presidentlaurelpark@gmail.com), Clerk: Aaron Bissell (clerklaurelpark@gmail.com); At Large 1: Wilfred Morin (atlarge1lp@gmail.com), At Large 2: Lauren Anderson (atlarge2lp@gmail.com), Financial Officer: Kathy Murri (treasurerlaurelpark@gmail.com), Vice President: Tryna Hope (vplarelpark@gmail.com), Property Chair: Peter Russell (propertycommitteelp@gmail.com).

ABSENT: Wilfred Morin

INCOMING EC MEMBERS: Clerk: Victoria Lucadello; At Large 1: Barbara Friend; At Large 2: Lauren Vitiello

HOMEOWNERS: Nancy Padula, Lauren Vitiello, Ruth Anne Lundeberg, Amanda Nash, Victoria Lucadello, Margaret Bowrys, Zayee, Margie Pos

GUESTS: Michael Pancione (Property Manager)

HOMEOWNER MATTERS:

1. **Proposed Construction at #32**
 - a. Withdrawn by homeowner until spring.
2. **Margaret Bowrys request for limited heat use in Normal Hall**
 - a. Margaret would like to heat the space for movement classes once it's too cold outside.
 - b. There has been interest in continuing the classes through the winter.
 - c. Overall about 30% of units have participated in a class at some point.
 - d. Margaret would like to use the larger room for physical distancing reasons.
 - e. The heat would not need to be on very high or for a very long time.
 - f. Classes start at 11 am on Wednesdays.
 - g. Classes are open to everyone and include modifications.
 - h. Other homeowners have also expressed interest in using Normal Hall in the winter with heat but no water.
 - i. Peter R. would like to hold a lecture series.
 - i. Perhaps there could be a couple of days a week in the winter when Normal Hall would be heated for use. Groups could share use of the space at different times of day.
 - j. Should there be a process that people use to get approved use?
 - k. **Motion: With EC approval and LPA booking, allow homeowner use of Normal Hall during the winter with heat but no water. PASSED.**
 - l. **LPA needs to be asked about year round booking.**

VOTES BY EMAIL:

1. Approving Minutes of October 18th Meeting: **PASSED.**

REPORTS:

1. **PRESIDENT** (Andrew Lehman)
 - a. Andrew is still working on changing the name for the President's email address.
 - b. He will be away on vacation during December, returning on December 20th.

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- i. Tryna may need to preside over the December EC meeting.
2. **VICE PRESIDENT** (Tryna Hope)
 - a. Orientation completed for #63.
3. **PROPERTY COMMITTEE** (Peter Russell)
 - a. [See Linked Document](#)
 - b. Roof for dining hall still on track before end of year.
 - c. Additional paving on North Warren won't be done until spring
 - i. The pavers were unable to schedule our additional paving before spring, mostly likely May.
 - d. Peter is preparing to send plowing procedures to homeowners.
 - i. He asks to be contacted first with comments/complaints on snow plowing.
 - e. More info on Fall Cleanup/Pine Needles - community day will be organized to respread the pine needles near the tabernacle.
 - f. More on septic map - Why not have Norbert be the one to interface with the city health department? If ultimate responsibility will be with the EC, maybe they should be the ones to act as a liaison with the city on issues like the septic map or with MassSave on efficiency retrofits. (Andrew will ask our lawyer about the issue of unelected homeowners interfacing with outside groups. Also see "Old Business" issue 1 for more discussion on this topic.)
 - g. More on Laurel bushes - estimate for rejuvenation is about \$1,000.
4. **FINANCE OFFICER** (Kathy Murri)
 - a. [See Linked Document](#)
 - b. Income still on target.
 - c. Some expenses are high, but others are low; overall expenses are on target.
 - d. Miscellaneous building expenses can and will be categorized to each building.
 - e. Snow removal prices are remaining the same this year.
5. **CLERK** (Aaron Bissell)
 - a. No Report
6. **AT-LARGE 1** (Wilfred Morin)
 - a. No Report
7. **AT-LARGE 2** (Lauren Anderson)
 - a. No Report
8. **PROPERTY MANAGER** (Michael Pancione, Tricia Pancione)
 - a. Peter has already covered many items in his report.
 - b. Dining Hall roof work begins around December 3rd and continues for about one week.
 - c. Sand barrels and plowing guide stakes have been placed.
 - d. Normal Hall will be winterized at the end of November. Other buildings/pipes have had water shut off.
 - e. New, second estimate for tree work will be coming in next week.
 - f. Question about rocks on Heading Avenue.
 - i. Rocks are being moved by large trucks driving over them.
 - ii. Before there were rocks, the paving on that side of the street deteriorated much more quickly.
 - iii. Smaller rocks would be washed away.
 - iv. Michael suggests that they can check that area more frequently and relocate rocks as necessary.
 - v. Repaving Heading across its full length would solve the rock problem, but it might cause renewed issues with the pavement itself.

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OLD BUSINESS:

1. **City's requirements for utilities/septic mapping.**
 - a. Andrew has requested and received new information from the health department.
 - i. The map is not an order from the health department, but they suggest it would be in everyone's best interest because it could be useful for future planning or even grants.
 - ii. They do not have a required completion date. They would like an update in about six months.
 - iii. They request a map of not just septic systems but also drainage, roadways, waterlines, etc.
 1. Their request seems to require a professionally designed document.
 2. The current estimate includes only septic systems and water lines close to septic systems.
 - iv. Their main concerns are that Laurel Park may be running out of appropriate space for new septic systems or that aging septic systems could interfere with aging waterlines.
 - v. Could the mapping be paid for out of the contingency funds rather than our operating budget? It is a one time, unexpected expense.
 - vi. Should an individual homeowner be involved as a liaison with the city or is it a matter for elected members of a committee? Either way, it will require a lot of time and effort, and the EC and Property Committee are both already very busy.
 1. If a homeowner is willing and has the time, would it be a good idea for them to help? EC has insurance coverage while an unelected homeowner might not have the same liability coverage. **Andrew will consult our lawyer on this issue.**
 - vii. It's important to remember that work which has already been done will not be wasted; we already have the information for many of the septic systems in Laurel Park, and that information can be provided to the map maker, cutting down on the research time they charge to HALP.
 2. **Revisiting CD investments.**
 - a. EC has previously voted to start ten, \$10,000 CDs.
 - i. This would create many more bank accounts to track.
 - ii. Fewer CDs might be better.
 - iii. **Motion: Buy five CDs of varying amounts totalling \$100,000. PASSED.**

NEW BUSINESS:

1. **Winter Storage in the Dining Hall.**
 - a. Could work on the Dining Hall, either this year or in the spring affect winter storage of items?
 - i. Mike says work on the Dining Hall roof shouldn't interfere with storage. Other work on Dining Hall hasn't been planned yet.
 - b. [See Linked Winter Storage Agreement](#)
 - i. Some changes to the document could be needed to accommodate maintenance on Dining Hall.
 1. EC will work on addressing necessary changes by email.
 - c. Issue of storage in Dining Hall is more complicated than it seems on its face.

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- i. Somebody needs to oversee it, but close supervision hasn't necessarily addressed all issues.
- 2. Steps Toward Transition of Current EC Members to Incoming EC Members.**
 - a. Victoria and Lauren V. both attended this evening's meeting.
 - b. Andrew will reach out to Barbara to see if she has questions.**
- 3. Setting up a paid Zoom account for the President.**
 - a. It seems logical that there should be a Zoom account for the EC President who acts as the host for Zoom meetings.
 - b. It costs \$150 per year. This could be included in several budgeted categories this year.
 - c. Kathy will work with Pancione to get it set up for Andrew.**

EXECUTIVE SESSION:

- 1. Motion: Enter Executive Session. PASSED.**
2. There was discussion but no voting.
- 3. Motion: Leave Executive Session. PASSED.**

Meeting Adjourned. 8:35 pm

Next Meeting December 20th, 2023 at 6:15 pm via Zoom.