

**minutes for HALP EXECUTIVE COMMITTEE MEETING- January 7<sup>th</sup> 2010**

Present were Executive Committee members Sheila Rhodes – Dow, Wendy Kane, Kathryn Murri, Jenny Pelissier, Ron Michonski, Dan Richardson and Robin Levine. Also present were homeowners Scott Feen, Louie Hasbrouck, Greg Kline, and Bill Muller. Mike Pancione and Tricia Kuntz from Pancione Associates also attended the meeting. The meeting was held at the clerk's house as a result of a propane leak in the HALP office.

**Meeting time: 6:30**      **Next meeting February 4<sup>th</sup> at 6:30.**

**1. December Minutes**

There was a review of the December meeting minutes, minutes were amended and approved. Minutes will be sent via email to all homeowners, the property manager and posted at the post office.

**2. Report from Mr. Pancione**

Mr. Pancione went over the up to date financial report, indicating that we were over in the 2009 budget by \$34, 697, largely as a result of the waterline and drainage repairs of \$43, 712.88 and legal fees. These costs were met out of the reserve fund. Savings were achieved in payroll, grounds-keeping, road and tree maintenance and water costs.

Mr. Pancione informed us the upstairs apartment in the post office is vacant. It is a one bedroom unit and they are showing it.

In addition Mr. Pancione also provided us an update that all sand barrels have been filled and indicated driveway shoveling ranged from \$15-\$30, sanding of the park was about \$150 a round, and requested that the EC review the snow plow requests to make sure all requests were known to all parties, appropriate and followed. We also discussed the uninhabitable home situation and concluded that Kathy would speak to our attorney and determine the wording of the notice to those owners, while Wendy would compose a request to the Northampton Board of Health to inquire whether they could inspect and give us guidance about two locations, #48 and #13. Mr. Pancione will be cc'd on the requests.

**3. Old Property Issues:**

The EC met with #108 and #94 about previously discussed property issues. Specifically the EC had wondered whether #108 had winterized his porch, but he had not; the work was done by a previous owner. He had made a platform for holding wood pellets (which can be easily disassembled) and put a biomass stove on his porch. He will get a Northampton permit for the stove and provide us a copy. #94 discussed his previously approved plan for his construction, which included redoing his landing and landscaped walkway. There was a brief discussion of whether he was compliant with his footprint. The EC will consult his file and the footprint documents when they regain access to their office.

**4. Ongoing Issues:**

- a. #83 Lawsuit update; The response to the MCAD complaint was sent
- b. A letter was sent to # 65 regarding the fence built, Jenny will confirm whether it has been removed
- c. Master Deed Change- Amendment 4, which was presented at the Special Meeting, as been signed by some homeowners but will need the signatures of 67% of

the homeowners by May to pass. The attorney will draft Amendment #5 based on the new land survey. When both are ready, the EC will make a plan for going door to-door with a written explanation to give homeowners the opportunity to sign. These amendments will enable us to eventually sell the Post Office

d. Update of bike repair workspace. The request was approved; the attorney is reviewing the draft release provided by Greg Kline and Bill Blatner

e. Reminder that e-mails on ECD business need to be sent to all members, Ron's email has changed to [RMMichonski364@aol.com](mailto:RMMichonski364@aol.com).

f. EC votes and minutes: There was a discussion of how minutes are taken specifically the annual meeting minutes. There was a suggestion by Dan that meetings be recorded to facilitate the creation of meeting minutes. There was consensus that there needs to be a full record of who proposes and seconds motions.

g. The annual meeting minutes are ready but for additional edits by Robin to send to Wendy

h. The EC will publish a new set of bylaws. Wendy will do the edits and prepare them for publication.

#### **5. New Property Issues**

a. Septic system repair # 114 and # 115 was postponed at homeowner request

b. Discussion of ad hoc committees. The ad hoc Property Committee has been meeting without any EC involvement. Jenny is the liaison to that committee and will be kept apprised of their meetings. Kathy discussed the necessity that the ad-hoc committees and the EC work together. The ad hoc Property Committee will be requesting time on the next meeting's agenda to discuss some of their ideas.

3. Three new orientations are pending

#### **6. Other**

The EC is conducting an internal survey as to how to allocate stipends this year.

Meeting was adjourned at 9:30pm

Respectfully submitted: Wendy Kane, clerk