

HALP Executive Committee Meeting Minutes February 18th, 2010

Present: Kathy Murri, Wendy Kane, Robin Levine, Jenny Pelissier, Dan Richardson, Sheila Rhodes-Dow, and Ron Michonski.

Regrets, absent: none

Visitors: Greg Kline, Tryna Hope, Lou Hasbrouk, and Barbara Friend

Meeting started at 6:40 Next meeting- March 4th; 6:30

The minutes of the two prior meetings were reviewed. At the February 4th meeting, amendments were offered and no vote was taken to accept the minutes as amended. Following a brief review of the amended minutes, no further amendments were proposed, Kathy Murri moved that the January minutes be accepted, the motion was seconded by Robin Levine and the proposed minutes were passed. These minutes will be sent out immediately. The February 4th minutes were then reviewed, amendments were proposed, accepted a motion was made by Dan Richardson to accept the amendments as amended, Robin Levine seconded, and the proposed minutes of the February 4th meeting were passed. These minutes will also be sent out immediately. During the course of reviewing the minutes, it came to light that the EC needed to follow up on an issue requesting that #65 remove the fence they have put up, this item will be added to old business.

Agenda:

New Business:

1) Apartment advertising: HALP has an empty upstairs apartment in the Post Office building. Currently the apartment is only advertised through Pancione's general ads. HALP EC has decided to pay to have an ad published, and also advertised in the homeowner list serve. If Pancione cannot post of the list serve they will write the notice and send it to the EC for posting. The EC discussed the condition of the apartment and there was some consensus that we would prefer no pets in this apartment.

2) #58 request for assistance in completing financing documents: The owner of #58 sent the EC a request for assistance. Although Mr. Pancione can provide some of the information, the finance officer, Ron Michonski will assist #58 and any other unit owner selling their property in the Park with the necessary information needed for the sale or buyer's financing regarding Park information (the # of permanent unit owners in the park, the current year's finances and budgets, reserve fund amount, and Kathy will also get a letter sent by the attorney representing the HALP EC in the MCAD and civil matter to address the issue of the current lawsuits. The paperwork is significant, however the EC will assist with paperwork so that Pancione need not charge a fee.

Old Business:

1). Property Committee proposal: The committee has proposed that we create and maintain a centralized computerized database to track homeowner requests and concerns similar to the one used by the city. Louie has an Excel database and is willing to set it up and maintain it for now. HALP should own and control this information, even if it duplicates some of what property management is doing. Data collection process would be needed. The proposal is to have a system which records complaints, automatically sends out a letter to the complainant informing unit owners that the EC is investigating the complaint. The system also allows for the information to be retrieved for systemic examination of issues. The EC discussed this proposal and agreed they liked the format for this idea (now in use at the city of Northampton Building Department) but had questions about where the information is stored.

Currently calls of complaints being made to Mike Pancione are being logged at his office. Lou Hasbrouk has offered to assist to set up the program and make it into a system that can be moved should and when EC members change. Kathy is to call Mr. Pancione and ask him to report on his log and the information he has collected.

2. Further investigation of the issue of altered footprint of #94: The EC looked at the file of #94 and compared the construction project proposed to what is currently there and we did not find an approval in the minutes we reviewed for such changes. There was some discussion of what to now do, and Mr. Hasbrouk informed the EC that if this was a project sent through the building department there will be a record of the proposal what was approved and whether there was a letter sent by the then EC to allow such alteration. He has agreed to send the release allowing the information to be requested to Kathy Murri so we can get more information. Dan Richardson will also check the prior EC's CD to see if there is any information there about the construction of alteration in the footprint.

3) MCAD complaint by #83: The HALP EC has been notified that the complainant has requested another time for the meeting with the MCAD on March 15th; we do not at this time know whether this request was granted, or whether this will change the date of the meeting.

4) The fence at #65: it was reported that the fence at #65 has not been removed. Wendy indicated perhaps it is a result of the frozen ground since the letter requesting its removal. Wendy is directed to send a follow up letter requesting some explanation why it has not been removed and when we may expect that will occur.

5) The use of the HALP truck: Lou Hasbrouk requested at the last meeting that we discuss this issue. The truck was kept as an additional expense (\$7000) with the idea that we should keep it if we want the option to return to a groundskeeper service. It needs to be maintained, including running it. Currently the truck is being used by Mr. Pancione's assistant Darrel to do certain tasks, primarily sanding individual spaces for handicapped or aged unit owners, sanding particularly icy sections of the Park. We have been assured that it would be less expensive to have this arrangement calling for occasional assistance than having the contractor perform the task as part of a schedule. However we need to determine who pays for maintenance, repair, can we get details of the information regarding the cost, also check on registration and inspection, and advise the worker of the speed limit. Kathy will speak to Mr. Pancione to get that information. .

6) Late Fees: It is clear when reading the bylaws at 3.7.4 that interest can be charged for late payment of condo fees. A question arose of whether a 6-D is adequate protection for collection or if we should have a lien. The EC is now considering getting liens on properties where substantial late fees have accrued. Kathy will speak to Mr. Pancione and the HALP attorney about how to assure that HALP gets paid condo fees owed under these circumstances. There was further discussion of exempting those who are making good faith effort from this process. There will be further discussion of this at the next meeting.

7) Bike clinic: Jenny gave the keys for the groundskeeper's space to Robin Levine. Robin will return the keys after the operators of the bike clinic have copies. Wendy will send a copy of the agreement and liability forms to Greg Kline and Bill Blatner to sign and return to Robin Levine.

8. Letter to Board of Health regarding #13 and #48: Wendy has drafted and mailed a letter to the

Board of Health, no response yet. Louis Hasbrouk has indicated he has done some research on the issue of what happens once a letter is sent to the owners demanding they make the building safe and is somewhat anxious about whether the association can be required to act if the owner does not. Kathy Murri will discuss this with the HALP attorney and Mike Pancione. We also want to know whether there is anything in Mass condo law that requires the homeowners to have insurance.

Robin Levine made a motion to adjourn the February 18th meeting, Dan Richardson seconded and the meeting was concluded at 8:30.

Respectfully submitted Wendy Kane, clerk