

	Homeowners of Laurel Park Executive Committee
Meeting Date:	03/07/11
Meeting Location:	HALP Office
In Attendance:	Wendy Kane, President Jennifer Bogin, Vice President Ron Michonski, Financial Officer Dan Richardson, Property Officer Kristopher Severy, Clerk David Baker, Member-at-Large Anne Rogers, Member-at-Large Mike Pancione
Also invited/attending:	Wendy Abeles #77
Next Meeting:	April 4, 2011

Agenda:

1. New Business from Homeowners:

a. parking lot #77

The homeowner of #77 says melting water from Heading Ave settles over the parking lot and path to her house, both of which then become covered with ice and deep ruts. The EC discussed possibly diverting the water that falls down Heading as a future project, and similar and persistent problems throughout the park. The EC discussed prioritizing these problems with cost and effectiveness in mind. Pancione will look at the parking lot near #77 and check the feasibility of correcting the situation.

b. water in basement #13

Though #13 alleges water leaking to their basement is due to the recent HALP repairs on a nearby water main, Pancione states the leak was repaired, and the EC believes the source of the water is inconclusive, but most likely is a result of the season's high ground water according to the water department. #13 has the option of installing a sump pump at their own expense, with the expectation that the ground water will correct itself in time. Nevertheless the EC will follow up with the water department.

In addition, discussion arose as to resident's or HALP's responsibility concerning their unit's attachment to water mains and required standards for the quality of materials used in attachments. Dan Richardson recommends the EC clarify this issue through a by-law. However, Dan felt that because of a wide range of unit features where some units have shut off valves as they attach to the main and others do not, the EC needs to determine if HALP should assume responsibility for water pipes up to the footprint of each unit in order to maintain a consistent policy. There was no consensus at this time. . Further clarification of this issue will be sought from our attorney.

c. Gravel on Simpson lot #58

Pancione will spread out the gravel in the Simpson lot.

d. Gravel on parking lot at the bottom of Heading- #76 This issue was already raised and discussed in conjunction with #77's issue. Pancione will investigate and provide assistance to help prioritize.

e. Northampton parking lot- (#46)
In spite of concerns, the Northampton lot seems OK.

2. Organizational Requests

None.

3. Property Manager Report

a. Water leak update-
Pancione says the water line leak identified has been fixed; should further repairs be desirable, they may be attempted in warmer weather.

b. Financial Report
Pancione will email the report to the EC

c. Snow and plowing issues: sanding barrels, sand, hydrants, front gate and roads.
The only major shortfall was one missed day of plowing when slush froze and made significant ruts in the road by the time the snow was plowed. Pancione and the EC will raise this delay in plowing to the snow plow crew to correct this in the future. The need for additional sanding and access to sand has been an issue; Pancione says sand has been hard to get this winter. Suggestion was made to stress to those who plow that Laurel Park's roads are also walkways. .

d. maintenance complaint contact reports
The property chair, Dan Richardson, requests that work orders which Pancione uses to denote resident's complaints to the EC contain information about who complained and when. Pancione will get these for Dan, and make arrangement for such information to be recorded in the future.

e. #13 contact
The wreckage of #13 has been removed, but association fees shall continue to be collected since the homeowner is paying for the footprint.

f. Roof on Bldg #1
Pancione asserts the need to replace the entire roof of #1. He says it shall be patched, but should be replaced in the spring. He will get three estimates for the EC.

3. EC Business

a. Set next meeting?
The next meeting shall be April 4th, 2011 at 6:15 PM. Dan Richardson will be unable to attend.

b. Review of minutes of last meeting

Corrected minutes of the previous meeting are accepted.

c. Review of annual meeting minutes

Wendy will try to make formats similar. Attendees or at least the number of attendees should be placed at the top of both minutes. The minutes were accepted pending some minor changes.

d. by-laws

Copies of the new by-laws were distributed and copies will be made for distribution. .

e. committee report: review of sale of property

The committee will have information to report after their meeting set for next week.

f. lock box payment/action roles/tasks

Ron did not check for the key to the lock box. Wendy has been unable to track down the key missing for 5-7 years. Ron will call Florence Savings Bank to see what can be done to get the contents. Kristopher volunteers to be present when the box is drilled.

4. Recurring Business

a. Ad Hoc Committees-

Here the meeting began executive session.

Action Items:

Action	decision	Initiator/ Requester	Due Date

Decisions/Voting

Motions	Initiated By	Seconded By	Comments
Motion to set the next meeting date for April 4 th at 6:15 PM.	Dan	Jen	Accepted without comment
Motion to accept annual meeting minutes with corrections.	Wendy	Dan	Accepted without comment
Motion to adjourn.	Dan	Anne	Accepted without comment.

