

<b>Homeowners of Laurel Park Executive Committee</b>	
<b>Meeting Date:</b>	February 6 <sup>th</sup> , 2012, 6:15 PM
<b>Meeting Location:</b>	LPA Office
<b>In Attendance:</b>	Wendy Kane, President Tryna Hope, Vice-President Dan Richardson, Property Chair Louis Hasbrouck, Financial Officer Kristopher Severy, Clerk David Baker, Member-At-Large Michael Pancione, Property Manager Greg Kline
<b>Next Meeting:</b>	<b>March 5<sup>th</sup>, 6:15 PM in the LPA Office</b>

**Agenda:**

**1. New Business from Homeowners**

**A. Roof work at #83 (request #4)**

Wendy will remind #83 to post a permit for work being completed on that unit.

**B. Generator at #83 (request #6)**

The EC approved the installation of a generator at #83, provided it is used only when no other power is available, that is placed as close to the unit as possible in accordance with the manufacturer's instruction, that it is placed on a plinth that least impacts the Park in accordance with the manufacturer's instruction, and that the EC is aware of and involved in decisions about the time the device runs its tests (i.e. at a time that will least impact the quiet of the Park).

**2. Committee Requests/Happenings**

**A. Management of Normal Hall by LPA & EC (request #1)**

Mr. Richardson will be in charge of scheduling events at Normal Hall, and will look into running the Google calendar for such events.

**B. LPA to discuss parking proposal for Normal Hall events**

Greg Kline brought new parking and traffic plans to the EC to be used for LPA events. They involved directing cars to enter the Park near the dumpster parking lot and to exit the Park at the egress of the front gate, eliminating the need to circumnavigate the Tabernacle green. The EC encouraged the enactment of the plan, as it seemed sound.

**C. Orientation Committee requests time**

The Orientation Committee suggested creating a booklet specifically designed for new homeowners.

**3. Property Manager**

**A. Normal Hall updates (repairs, alarm light, request for motion**

**sensor at non-handicap entrance, thermostat)**

The heat and the handicap ramp door have been repaired. Pancione will install a motion light near the non-handicap entrance and repair a bathroom door and the door from the kitchen to the porch.

**B. Sanding and snow removal update (barrels, road to Rockridge)**

Pancione agreed to adjust the location of several sand barrels, including one placed in the rental parking lot, which shall be moved closer to the road. He agreed to see that sanding in general was done more heavily.

**C. Water damage to Building #1**

During a recent waterline freeze, no permanent water damage was sustained to Building #1.

**D. Insulation in Post Office**

The EC voted to put up insulation at the back of the post office. See votes.

**E. Children playing sign across Springfield St from #72**

Though it was suggested a nasty-looking sign behind the Dining Hall be replaced, the general consensus was to wait to spring and replace many signs all at once.

**F. Gravel in Simpson lot (request #2)**

Pancione reported that gravel at the bottom of Heading Ave. and in the Simpson lot has been redistributed.

**G. Trees in near #55 (request #2)**

Pancione agreed to look at trees near #55.

**H. Dead tree in front of #104, hanging limb near #82**

Pancione agreed to look at dead tree in front of #104 and #82.

**I. Request for solid numbers on refinancing common buildings, request to use Five College Credit Union**

Pancione agreed to get solid numbers of refinancing the common buildings, specifically checking the Five College Credit Union.

**J. Dining Hall Roof update**

A hole in the Dining Hall roof has been fixed.

**K. Discrepancy in financial report**

A discrepancy in the financial report submitted by Pancione has been determined and fixed.

**Other things discussed**

Pancione will put a line item in the budget representing Normal Hall heating costs and maintenance, allowing the EC to monitor the expenses involved operating the newly-winterized hall.

**4. Continued EC Business**

**A. Jen Bogin & Management Vision Committee**

Wendy will call Jen Bogin, asking her to reconvene the Management Vision Committee, and also ask Ann Rogers if she would be interested in serving.

**B. New Member-At-Large for EC**

Wendy will put a notice on the list serve requesting volunteers to serve on the EC as Member-At-Large.

**C. New lawyer for HALP**

Wendy is still researching a new lawyer for HALP.

**D. Request for site assessment from MCAD**

The use of a site assessment for Laurel Park was clarified thusly: a site assessment will be made if necessary but must be tailored to a certain event and time.

**E. As-built drawings for work on #94 (request #5)**

#94 submitted as-built plans for work performed on that unit, which the EC did not approve.

**F. Firewood policy update**

Tabled.

**G. Dog run insurance update**

Tabled.

**H. Lockbox at Florence Savings**

Kristopher discovered a copy of the HALP Master Deed, the title to a truck, and sundry other even less exciting papers in the lockbox at Florence Savings Bank.

**5. New EC Business**

**A. By-law proposal (request 7)**

A by-law proposal was suggested to the EC which would eliminate the Budget and By-Law meeting, held to discuss proposed changes to the by-laws and the draft budget. Some on the EC found it interesting and worthy of consideration.

**B. Approve last meeting's minutes**

Pending changes, the minutes of the last meeting were approved.

**C. Set next meeting**

The next meeting was set for Monday, March 5<sup>th</sup>, at 6:15 PM in the LPA Office.

**Action Items:**

Action	decision	Initiator/ Requester	Due Date
--------	----------	-------------------------	-------------

Wendy will write to remind #83 to display the permit for work being done on that unit.			
Wendy will call Jen Bogin and Anne Rogers regarding reconvening the Management Vision Committee.			
Wendy will put a notice on the list serve requesting volunteers for a Member-At-Large position on the EC.			

**Decisions/Voting**

<b>Motions</b>	<b>Initiated By</b>	<b>Seconded By</b>	<b>Comments</b>
Motion to put up insulation at the back of the post office.	Kristepher		Motion carried with 5 in favor.