

MINUTES OF EC MEETING December 10, 2018

ATTENDANCE:

EC

Present: Thom Herman, Tryna Hope, Jody Santos, Seth Wilpan, Darcy Johnson, Dennis Tarpey

Not Present: Kristopher Severy

Residents

Will Morin, Scott Braidman

I. HOMEOWNERS MATTERS

Will and Dennis want to go through maps

Scott has concerns about the Maker Space. Some of the materials he had put there for projects he's working on are missing. He is aware of a few instances when Pancione crews had used some of his wood, for instance, when they were repairing concrete footings at the front gate. Scott spoke to Mike and Brandon about it, but materials have gone missing since that conversation. Scott also reported that once when he went to the Maker Space a radio had been left on. He also reported that there appears to be water leaking into the ceiling, and this has occurred after some initial repairs had been made to address that problem.

II. APPROVAL OF MINUTES

Minutes of Meeting on 11/19/2018 approved on 12/4/2018.

III. COMMITTEE REPORTS:

A. PRESIDENT'S REPORT

There has been some confusion about the nature and provenance of what was being referred to as the "Finance Committee". In fact, it is not a formal committee with the same standing as those constituted with the approval of the homeowners, such as the Property or Nominating committees. The group was formed at Thom's suggestion that Jody reach out to people who could lend their expertise to assist her in her work. We will hereafter refer to it as the Finance Group so as to avoid confusion.

B. VICE-PRESIDENT'S REPORT

One orientation. Jeremy Youst will be staying at #17 for an extended period. not to exceed six months.

C. PROPERTY REPORT

1. Edwards Tree Service is shut down for the Winter. Tree work that was already on the list and can wait will happen during the summer service period. Those that can't wait will be dealt with by a tree service that Pancione finds.
2. The Cotton company has been hired for snow removal service.

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3. A survey was sent to Homeowners that asked opinions regarding a noise fence to be put up along part of our border with Rt 5. We expect results soon.
4. Smoke and CO detectors for Build #1 will be brought up to code.
5. A lock box was installed on the library door so that the library can be locked. The code for the lock box was distributed to homeowners.
6. Thireau Bros. dug some drainage channels on Friday Dec 7th to mitigate the problem of water flowing onto the road outside of #66. We will monitor the situation to determine whether this solved the problem.

D. FINANCIAL REPORT

1. Jody and Pancione are working on a new format for the monthly budget report that provides a better perspective on the comparison of Actual to Budget numbers.
2. So far, we are about 7% over in plowing, due to the early snow this year. Preliminary review reveals that we are significantly over in Piles and Federal Taxes, Taxes increased as a result of moving funds into a new managed investment account, but will be offset by increased income from investment.
3. Jody, with the assistance from the working group she has assembled, will be looking at better format for reports, new collection summaries and other details of financial management.

E. CLERK REPORT

1. Keeping a list of all residents.
2. Reorganized the website to include a calendar, documents menu, and content that is restricted to access by residents only.
3. EC has been using Google documents for collaboration. At Thom's suggestion, we will institute deadlines for feedback on documents that the EC is required to issue. Darcy noted that document approval requires assent of a quorum and not the full EC.

F. AT-LARGE REPORT

1. Dennis
 - a) A resident asked if in his capacity as an at-large member of the EC he could arrange for the sand barrel that was close to her house last year be placed there again this year. He told her I would speak with someone on the PropCom. The sand barrel has been returned.
 - b) He was asked by owners of two separate residences if the EC could look into the protocol regarding HO who are late with their HALP payments. One was a new resident who paid a six month payment then forgot that they needed to send the other six month payment. When they got a threatening letter after 60 days arrears they were upset and asked if we (HALP/Pancione) couldn't send a more gentle reminder, maybe a phone call. He agreed that there should be a set protocol and wording we agree to.
 - c) He received a complaint that the monthly condo fee delinquency report should not include the names of people who are in arrears.
2. Darcy

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- a) Received a request to have a fire in an enclosed fire pit. Will refer the question to the Property Committee and Fire Department for their advice as to the general policy for having fires on common land.

IV. OLD BUSINESS

A. Documentation of Legal Advice

At the meeting of November 19, 2018, Matthew Herschler (Unit 92) requested that when we get a lawyer's opinion concerning the laws that govern the residents, that opinion be made public.

1. The EC agrees that all future meetings with legal counsel should be memorialized in writing and signed by counsel. We further agreed that our intention would be to make those findings public, but that we would have to exercise our discretion so as to avoid harm, such as, for example, jeopardizing an active legal proceeding, or violating someone's privacy.
2. The most recent legal counsel was sought to resolve the question of whether non-owners have the right to speak at the Annual Homeowners meeting. The results of that meeting were not put into writing, but, to the best recollection of the EC members who were present at the time, the legal advice was that there is no law or regulation that specifically addresses the question, so it is up to the EC. The lawyer noted that some organizations allow 10 minutes at the beginning of the meeting for non-owners to speak, so our options were to institute a similar procedure, to not allow non-owners to speak, or to allow them to speak. The EC chose the latter option, which was to allow non-owners to speak at meetings. Note that non-owners are legally proscribed from making motions or voting.

V. NEW BUSINESS

1. Scheduling of Next Meeting: January 14, 2019
2. There were no other motions made during the meeting. There was general discussion about:
 - a. Long-term plans for the park - trees, roads, winterization of Normal Hall, vulnerability to economic conditions. We will pursue discussions on these subjects during a proposed joint meeting with the Property Committee, at our EC retreat and at future meetings.
 - b. Creating the schedule of fines - Referred to Jody to discuss with the Finance Group for recommendation to the EC. Darcy
 - c. Our upcoming retreat was extended to begin at 9AM instead of 10AM. We'll allot time limits for each agenda item to support the goal of getting through the entire agenda. The retreat is for discussion only and no binding votes will be taken.
3. The EC went into Executive Session to protect confidentiality.

Minutes approved 1/5/2019.