

# MINUTES OF EC MEETING February 11, 2019

## **ATTENDANCE:**

**EC**

**Present:** Thom Herman, Tryna Hope, Jody Santos, Seth Wilpan, Dennis Tarpey, Kristopher Severy

**Residents**

None

## **I. HOMEOWNERS MATTERS**

## **II. APPROVAL OF MINUTES**

Minutes of Meeting on 01/14/2019 approved on 2/5/2019.

## **III. COMMITTEE REPORTS:**

### ***A. PRESIDENT'S REPORT***

### ***B. VICE-PRESIDENT'S REPORT***

No orientations. Met with Fire Marshall

### ***C. PROPERTY REPORT***

#13, Scott & Liz will take up project of sound barrier wall  
Kris has spoken to Mike about snowplowing the upper park

### ***D. FINANCIAL REPORT***

- Data has been gathered for last 7 years.
- Possibly setting up an emergency fund as a budget line item
- Working to get more detailed information to better evaluate costs and budgeting of each line item.
- Evaluating 5 years of historical Miscellaneous costs to determine if any of them recur sufficiently to be given a line item
- Working on a more realistic budgeting process based on closer examination of actual expenses
- Developing more accessible and readable reports and changing the annual reporting period to run from October to September so a full year of actual data can be presented at the annual meeting.
- Hope to meet with Pancione at March meeting

## **E. CLERK REPORT**

## **F. AT-LARGE REPORT**

1. Dennis
  - Will prepare a Fire Policy document
2. Darcy

February 5, 2019

I met with Scott King to discuss HALP's Commercial Insurance policy. I requested a copy of the policy which at this time is only sent to Pancione. In addition, I requested a claims history on the policy which Scott has sent to me and I will make available to the EC.

During our visit we discussed the following:

- **Maker Space:** Because the Maker Space is on common land, it is covered under the commercial insurance policy. There has been no conversation about increased insurance costs due to this use. ( I had understood that the \$25 charge was to cover increased insurance costs?). We ran through a number of scenarios that could potentially cause a claim to the policy. He suggested that anyone using the space should sign a "hold harmless" agreement which would educate the users. As you may be aware, these agreements are not necessarily binding depending on the individual circumstances, however, it would provide some risk management to HALP. We discussed children possibly entering the space and becoming injured with equipment that was there. Scott suggested the possibility of in some way locking the space with a code that was given only to members of HALP seeking to use the space.
- **Fires:** I raised the question of fires either being allowed if they were 25 feet from any structure which would place them on community property or at the community fire pit at the Dining Hall. Again, depending on the circumstances, if someone were injured at any fire, it could potentially cause a claim to the HALP policy.
- **Renewal:** The policy is up for renewal in May. Currently, the six common buildings are covered with a blanket replacement policy of \$1,052,675. This seems very low to me and I have asked Scott to supply me with the last estimates. These need to be reviewed every five years by the insurance company.
- **Claims:** We have had just over \$16,000 in claims paid since 2007.

## **IV. OLD BUSINESS**

1. Darcy suggested that we find a means for one-way communication from the EC to unit owners for the purpose of sending notifications and to preclude discussions attached to such notifications. Seth reports that 2 options are:

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- MailChimp Mailing List
  - Google Group with no permissions to reply
2. Question about requirements for publication of Executive Session minutes. According to attorney we are not constrained by Open Meeting Law and are not required to release minutes unless specifically requested to do so . Kristepher made the **MOTION** that Executive session minutes will be kept private for 2 years. **PASSED**
  3. Dennis is developing a set of rules governing open fires and fire pits based on the meeting he and Tryna had with the Northampton Fire Marshall on Wednesday 1/16.
  4. Dennis will prepare a plan for administration of the Maker Space.
  5. Darcy has determined that our insurance covers the Maker Space.

## V. NEW BUSINESS

1. Seth: Proposed items for Schedule of Fines. **Tabled**
2. Thom relayed Darcy's suggestion that we consider that our next retreat in March be an extended open meeting so we are able to vote on the spot and not bring matters up again at the next regular meeting. **TABLED**.
3. Thom proposed that all real estate agents who wish to place signs on our common land need to be oriented prior to placing any signage. This applies to individual real estate agents and not just agencies. **DENNIS MOVED** that we establish a procedure for orienting real estate agents that they must acknowledge in writing in order to place signage on common land. **PASSED**
4. Thom questioned requirements for bonding of EC President. ByLaws require President and Finance Officer to be bonded for \$10,000. Kris will call Pancione to find out whether Thom and Jody are bonded.
5. Thom relayed Darcy's question of whether the President can vote an EC meeting. We determined that there are no rules to prevent the President from fully participating in EC meetings, including making motions and voting.
6. Next Meeting: Monday, March 11, 6:15 PM at the HALP Office

The EC went into Executive Session to protect homeowner confidentiality.