

Minutes of Executive Committee Regular Meeting of May 13, 2019

Present:

EC: Presiding Officer: Thom Herman, Clerk: Seth Wilpan; Jody Santos, Kristopher Severy, Tryna Hope, Darcy Johnson, Dennis Tarpey.

Absent:

Homeowners/Residents: Robert Burkhardt #34, Wendy Abeles #77, Bob & Karen Gaggins #66, Scott Henry – father of owner – power of attorney for unit #12

I. HOMEOWNERS MATTERS

A. While reviewing minutes from prior years, Bob Burkhardt found three items that had been raised, but never resolved:

1. The minutes of October 15, 2018 the Executive Committee included the following:

""* Concern of Member of Property Committee (lawn mowing people tearing up area behind Dining Hall over leach fields): Discussion held re water build up due to area on top of ledge and not on top of leach fields as thought by concerned member of PC. Tabled for next meeting."

Bob notes that this does not seem to be taken up in future meetings and requests further consideration.

2. The minutes of November 17, 2016 the Executive Committee included the following:

* #111: Underground oil tank needs to be removed (was left in place when previous owner of #111 had above ground oil tank installed many years ago). Tank was tested by Mike S., Ashfield who will be doing removal. Not thought to have leaked. Discussion held on whether owners or LP responsible for paying for removal. Discussion held. Opinion will be sought on who is responsible for paying and whether really has to be removed (Northampton town request vs law that goes into effect on 7/1/2017 and concerns that it is left and oil leaks it will cost a lot more money to remove). Also, info re septic lines, etc and water lines will need to be made available to owners and excavators. Resolution: Kris S will work with Mike P re: need to do know answers to questions, who pays and whether really has to be done. (Kris is aware that owners have scheduled removal for 11/18 and coordinated with fire department and Ashfield removal company as well as #112 owner who lives next door to #111.)"

Bob noted that information on septic lines and water lines has not yet been disseminated to owners.

3. The minutes of November 8, 2010 the Executive Committee included the following:

d. Property Management is planning to send out to every homeowner a copy of plot plan that shows the location of their water shut off. Updated By-Law states that water shutoffs and septic clean outs must be marked. In post office building there are

Minutes of Executive Committee Regular Meeting of May 13, 2019

two different sized (head) water keys of the same length-long versions – will color code key head – one red and one yellow."

Bob noted that this has not been done.

Bob is willing to volunteer to go to assist in getting this resolved. His proposal is that the Association reconstruct what files are available for the location of septic tanks and leach fields. Thom instructed that this falls under the purview of the Property Committee.

Kristopher commented that a prior member of the Property Committee attempted this project but it was too excessive in scope.

- B. Wendy Abeles # 77, with the support of Bob and Karen Gaggin #66, expressed concern that, especially in view of the aging demographic of the community, some members are particularly vulnerable to emergency situations. She suggested we start to draw up plans for ensuring that people and pets are looked after in the event of emergencies. She, Bob and Karen agreed that they would begin the effort of developing such a plan.
- C. Scott Henry introduced himself as the father of Jacob Lopez, who is the deed holder for unit #12. He stated that he has obtained Power of Attorney for matters related to the property, though he was unable to produce the signed documents at the time. Construction at the unit, which has been going on for several years, and is believed to be in violation of the by-laws. Scott wanted the committee to know that, having newly been brought into the situation, he will make every effort to correct violations and to work closely with the property committee to ensure future work conforms to the by-laws. He was instructed that any further construction must be brought to the Property committee for approval before any work is done.

II. APPROVAL OF MINUTES

Approved.

III. COMMITTEE REPORTS:

A. PRESIDENT'S REPORT

No report

B. VICE-PRESIDENT'S REPORT

New owner of unit #100 has moved in

C. PROPERTY REPORT

A walkaround of the LP property was conducted on May 6. Homeowners have been notified of conditions on their property that are in violation of the rules or by-laws. A follow-up walkaround will be conducted to ensure that those conditions have been corrected.

Minutes of Executive Committee Regular Meeting of May 13, 2019

D. FINANCIAL REPORT

1. There are anomalies in the financial reports we receive, and we are asking for more details to have a clearer understanding of budgetary and spending processes.
2. The Finance Committee is meeting with Mike Pancione and his accountant next week. Our objective is to come up with financial reporting and budgeting procedures that enable us to make informed spending decisions and to report expenses accurately to homeowners.

E. CLERK REPORT

No report

F. AT-LARGE REPORT

1. Dennis
 - Has heard significant concern about getting leaves cleaned up
2. Darcy
 - Our insurance agent, Scott King, is sending a copy of our new policy, ensuring that property is properly valued. .

OLD BUSINESS

1. Progress on Maker Space. Dennis will hold meeting among interested parties to get input as to how to organize and maintain the operation of the space.
2. Fire Guidelines are in the final phase of production, with document being formatted and incorporated in the Orientation Packet. At Kristopher's suggestion, the title will be changed from "Open Fire Guidelines" to "Fire Guidelines".
3. Removal of logs; All removal required by the EC has been done.
4. Orientation Packet. Pending finalization of Fire Guidelines
5. Construction at unit #12. See "Homeowner Matters", above.
6. Vehicle Parking: Across from playground, 2 cars that haven't moved in months. Have been notified as a result of the walk around. We will continue to monitor the presence of unused cars with an eye toward possibly developing a standard policy.
7. Retaining Wall at #8. The cost of removing a tree as a prerequisite for rebuilding the wall is \$1800. Motion to approve the cost PASSED.
8. The quote from Shea on the cost of removal of trees in the Trinity Circle area is \$3800. Motion to approve this expense PASSED.

Minutes of Executive Committee Regular Meeting of May 13, 2019

IV. NEW BUSINESS

- A. Fiscal Responsibility: Continued discussion of the shared sense that we need to improve our processes of financial decision-making. We will evaluate the outcome of the forthcoming meeting between the financial committee and Pancione staff.
- B. Legal Representation: Our lawyer, Jonathan Kane, has been appointed to a governmental position that will prevent him from continuing to represent us. There are 2 matters that are being handled by Nick Grimaldi, an associate at Jonathan's firm. We will continue to work with Nick on these matters. Darcy has done some research and come up with three possible alternatives. She will contact one of the lawyers on her list, Vicki Donahue, to see if she's interested in representing us and, if so, will set up a meeting.
- C. The EC went into Executive Session to discuss a private homeowner matter.
- D. Next Meeting: June 10, 2019, 6:15 PM at the EC office.
- E. Meeting was adjourned at 8:10 PM.