

## **HALP Executive Committee Meeting of 8/12/2019**

### **Present:**

**EC:** Presiding Officer: Thom Herman, Clerk: Seth Wilpan; Wil Morin, Tryna Hope, Dennis Tarpe, Darcy Johnson, Jody Santos

**Homeowners/Residents:** David Baker, unit #112

**Other:** Mike Pancione, Property Manager

### **I. HOMEOWNERS MATTERS**

- A. Homeowner wants to build a non-attached wooden deck outside the house. Property Committee. APPROVED.
- B. Outdoor wire unit 27 & 38. Resolved prior to the meeting

### **II. APPROVAL OF MINUTES**

Minutes were approved on July 18, 2019.

### **III. COMMITTEE REPORTS:**

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

- New Mailbox
- Thom is forwarding everything from attorney to us
- Would like to ensure that procedures are in place to follow-up on actions we proposed to take to ensure that those actions are taken in a timely manner.
- The adoption of our complaint policy was an important step toward extricating the EC from the role of policing each other. We should be encouraging homeowners to talk to each other and stop taking on mediating issues between homeowners.

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

- 3 orientations for new owners of units 28, 29 and 108.
- Oriented agent engaged in the sale of unit 53 to correct information in the listing that implied ownership of land.

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

- No horror stories, Trying to nip issues in the bud and to get homeowners to send documentation when they report issues.
- Current phone is problematic. Has been approved. Will talk to Mike

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

#### **E. CLERK REPORT**

- Newsletter: will include calendar of events
- Having trouble getting to the post office to send Certified Mail. Thom or Darcy will mail

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

- i. Darcy
  - a) Nominating committee would like to know who intends to run for office on the EC.

### **IV. OLD BUSINESS**

- A. Update on white van ,
- B. Clerk will forward Koslowski/Lindbo letter regarding ownership of multiple properties to Pancione and ask them to forward.

### **V. NEW BUSINESS**

#### **6-7PM**

- A. Budget & Property Matters
  - i. Tree request in front of #53
  - ii. Drainage behind #103
  - iii. Rotted wood behind #73
  - iv. Fountain refills – must be filled so as not to burn out motor. Will be shut off until we have a plan to keep it filled.
  - v. Baker St. paving – plan to remove asphalt. Wil will put together a plan and budget.
  - vi. Double Ash update at #59- Trees have to come down. We will get an estimate and determine when it will fit into the budget.
  - vii. Triple Barrier at Scott Rd and Northampton St – Sign has been replaced.
  - viii. Wil will check to see whether there are still tires on the periphery of unit #50.
  - ix. We need to determine whether we should budget any improvement projects this year. Review of the budget showed that a few items needed evaluation. It was decided to
    - a) Add money to mowing budget
    - b) Add money to paving budget– see Baker Street above.
  - x. We need to evaluate the soundness of the long-term reserve fund and will investigate after the annual meeting.
  - xi. Discrepancies between budget and balance sheet. Darcy made the motion that we change our accounting method from accrual to cash basis accounting beginning on Jan 1 2020, PASSED.

- xii. The EC submitted its budget, including a modified chart of accounts.  
Pancione will provide the official budget document by 9/4/19

**B. 7-7:30 PM - Homeowner Matters**

- i. David Baker #112 claimed that his car was dented by lawn mower operator in the course of mowing near his car. David called Pancione and was instructed to contact contractor. David contacted the contractor but got the run-around from them. He got an estimate of \$756 for repair of car. Cost of rental car would be minimum of \$186. David does not want to make a claim on his insurance policy since that would cause his rates to go up.
    - a) Mike Pancione will follow up with contractor.
    - b) Mike will instruct his staff that homeowners will not be directed to contact contractors and that all communication with contractors will be handled through Pancione.
  - ii. Sandra Matthews #72, Ani Rivera #74. On behalf of the LPA they want to discuss hanging the mural somewhere. Ani demonstrated the method of hanging by grommets placed in the canvas on bolts placed into a wood surface. Mike Pancione proposed that the bolts be placed into separate boards and those boards be affixed to the barn. MOTION was made to allow the mural to be placed on the barn using the alternate method proposed by Mike Pancione. PASSED
  - iii. Two unregistered cars.
- C. Review information for packet – Darcy
- i. Information about getting a proxy
  - ii. Minutes from last year’s meeting
  - iii. Link to orientation packet
  - iv. Slate of candidates
  - v. Agenda
- D. Darcy compiled a list of bylaw recommendations that the EC has agreed to in previous sessions and request that the EC review them and send her any suggestions for revision.
- E. Motion was made that the Maker's Space.be closed until the interested parties present a plan to the EC. PASSED.
- F. Honoring anonymity of complaints. The EC agreed that we won’t address complaints that are made anonymously
- G. EC went into Executive Session.
- H. Meeting adjourned 9PM

## ***I. EXECUTIVE SESSION***

1. Numerous complaints have been made that Mike Florio of unit 51 has failed to pick up after his dog. He has been notified of these complaints by email and postal mail and has not responded. The EC resolved that upon receipt of another complaint we will impose a fine.
2. Damage to David Baker's car.
  - a. The damages fall far below the deductible threshold of the HALP insurance and we do not want to jeopardize the inexpensive contract we have with the mowing contractor, so Darcy has agreed to work with David to find an equitable settlement.
  - b. The EC will vote via email whether to accept the proposed settlement .