

HALP Executive Committee Meeting of 05/11/2020

Present:

EC: Presiding Officer: Thom Herman, Clerk: Seth Wilpan; Tryna Hope, Darcy Johnson, Wil Morin, Laura Wallis, Dennis Tarpey

ABSENT:

A. HOMEOWNERS MATTERS

- a. Tiffany #52 – Installing new walkway and wants to create a patio.

B. APPROVAL OF MINUTES

Minutes of the April 13 meeting were approved on 4/17/20.

C. COMMITTEE REPORTS:

a. PRESIDENT'S REPORT

- i. Tree near 25 fell, bounced twice and fell between her house and Molly's house, inflicting minor damage to Barbara's and Molly's roof, Molly's car and pulled out some wires. Tree appeared healthy, but base was rotted. A cautionary event.
- ii. Would like to close the loop on open matters in the remaining five months of the tenure of this board.

b. VICE-PRESIDENT'S REPORT

No report

c. PROPERTY REPORT

- i. There are 4 pending paving projects as listed below. On Baker street there is a choice between repaving or converting to a greenway, and we will present those options to the homeowners at the next annual meeting. We have bids on the other 3 but may be required by the by-laws to get competitive bids.
 1. Baker Street paving or greenway.
 2. Haven Avenue
 3. Embury Street
 4. Springfield St
- ii. Walkway and patio at #52
- iii. Tree request at #51
- iv. Estimate for paving
- v. Gaggins (66) - shed proposal
- vi. Patio at #88 - Melanie Miller

vii. Kathy Whynot (105) - fallen tree request; clean out brook request.

d. FINANCIAL REPORT

Financial Report – May 11, 2020 Submitted by Darcy Johnson, Financial Officer

A review of the financials through April 30 was completed. The following accounts are showing over budget however when compared to the annual budget, here is the percentage used to date (Sticks and Piles are relatively high because they got an early start. Some of this expense is in lieu of Spring Cleanup.:

	Actual Jan-Apr	Yearly Budget	Percentage Used	Percentage Year
5120 Normal Hall Maintenance	\$ 660.24	\$ 1,500.00	44%	33%
5201 Grounds Maintenance				
Other	\$ 1,095.56	\$ 2,000.00	55%	33%
5211 Piles/Sticks/Debris Removal	\$ 3,676.25	\$ 5,500.00	67%	33%
5500 Contingency	\$ 4,622.50	\$ 20,996.00	22%	33%
6105 Water	\$ 6,077.83	\$ 30,000.00	20%	33%
6110 Electric	\$ 1,971.34	\$ 2,500.00	79%	33%
6116 Normal Hall Propane	\$ 1,323.29	\$ 1,800.00	74%	33%
6117 Post Office Propane	\$ 512.53	\$ 1,500.00	34%	33%
6120 Rubbish Removal	\$ 3,185.16	\$ 9,000.00	35%	33%
6515 Tree Removal	\$ 11,083.75	\$ 20,000.00	55%	33%
6700 Stipend Payments	\$ 2,500.00	\$ 5,000.00	50%	33%

The investment account has recouped some of the previous losses. As of May 10, 2020, the balance is \$80,774.18. The market continues to be unstable and is not reflecting the growing unemployment due to the coronavirus pandemic. It is my recommendation based on several predictions that we pull our funds out of the market at this time. We will not gain any income, however, we have now preserved and increased our original investment and will protect that until there is more a more stabilized economy.

The following is a summary of homeowners' fees in arrears:

- 1 Homeowner 5 months in arrears \$825
- 1 Homeowner 4+ months in arrears \$655
- 2 Homeowners 3 months in arrears \$1008
- 7 Homeowners 2 months in arrears \$2520
- 13 Homeowners 1 month in arrears \$2405

Suggest that Pancione or an EC member reach out to the four homeowners who are three months or more in arrears to either develop a payment plan or refer for collection.

Our insurance policy is up for renewal. I am working with Scott King to increase the replacement value of common buildings if necessary and increase our deductible to lower our

premium. The values were last completed in 2017. In addition, a request was made to determine HALP insurance liability should a homeowner have an outdoor fire that damages another's condo unit. Scott King states that the homeowner who has the outdoor fire would bear insurance responsibility to the aggrieved homeowner and not HALP.

Pancione has been informed to not notify the attorney of any accounts in arrears by ninety days until the EC can ascertain with a homeowner if they need additional consideration due to reduced income caused by the pandemic.

A fee guideline for violations of the bylaws is distributed to the Executive Committee for review and adoption.

MOTION. Financial officer will serve as contact to homeowners to determine whether arrears are pandemic related and if so to present the case to the EC to approve alternative arrangements for payment. **PASSED.**

MOTION: We liquidate our market account and retain assets as cash. **PASSED**

e. CLERK REPORT

No Report

f. AT-LARGE REPORT

i. Dennis

1. Residents have raised the issue of speeding in the park especially in view of increased pedestrian traffic.

2. Trash pile behind #43, hazardous, eyesore, detriment to property values.

MOTION. Send a letter to owner of 43 to remove dangerous items as will be detailed after subsequent inspection. **PASSED.**

3. We were charged \$250 for walkaround

ii. Laura

1. Unit #66 request that the area around their house be mowed. Will to follow up.

D. OLD BUSINESS - Archive

a. Unresolved Issues from previous years. (See "Item IV. Old Business" in [the minutes of the EC meeting of June 10, 2019 -](#)

<https://homeownersatlaurelpark.com/wp-content/uploads/minutes/ec/EC%20MINUTES%2020190610.pdf>)

b. Conversion of Baker Street to greenway. (See property report, above.)

c. Fine Schedule. Schedule was created by Darcy and presented to the EC for review. We intend to complete the review and publish the policy within the next few weeks.

d. Meeting of Digital Committee. TABLED

e. Updating the Master Deed. TABLED.

E. OLD BUSINESS - Current

- a. Should we get the Empowered HOA Management software? **MOTION**. Sign up for Empowered HOA. **PASSED**.
- b. Review of Pancione Contract. Darcy will consolidate comments and suggestions and set up a meeting with Mike Pancione to resolve any issues.
- c. Knotweed. Question of whether it is EC responsibility to address the problem. That must be determined before we decide on a course of action. **MOTION**. We will work on a way to conduct a special meeting so that homeowners can decide on a course of action. In the interim, Seth and Dennis will coordinate a volunteer effort to keep growth in check by periodically cutting it back. **PASSED** Seth will draft message to notify homeowners and enlist volunteers.

F. NEW BUSINESS

- a. Mosquitos. Dunks have been placed per the usual protocol. Wil will check with Pancione to see if there is a regular schedule so homeowners can know what to expect.
- b. Speeding continues to be a problem, especially as vehicles round the corner at Northampton and Asbury road on their way out of the park. It's estimated that about half of the speeders are delivery people. Thom has 2 ideas.
 - i. Put in more speed bumps at the corner of Northampton and Asbury Road where the turn is to get out of the park.
 - ii. Bearing witness. Volunteers can sit and watch traffic at randomly selected times in the hope that the watchful eyes of neighbors will constrain the behavior of people who habitually speed.
 - iii. We will try to come up with other alternatives.
- c. Recreational Fires. Tryna reported that a neighbor was upset that we allow recreational fires because of the risk to homes. Our guidelines are based on the recommendations of the Northampton Fire Chief and homeowners must get the approval of the property officer. Our insurer stated that neither HALP nor the EC would be liable for damages caused by an accidental fire..
- d. Maker's Space. Dennis will follow-up to ensure that the Maker Space has been vacated.
- e. The EC went into Executive Session
- f. Meeting adjourned: 8:36 PM
- g. Next meeting will be on June 8 at 6:15 PM. Venue TBD.