

HALP Executive Committee Meeting of 06/29/2020

Present:

EC: Presiding Officer: Thom Herman, Clerk: Seth Wilpan; Tryna Hope, Darcy Johnson, Laura Wallis, Dennis Tarpey. Colleen Byrnes stood in for Wil Morin as Property Officer.

ABSENT:

This meeting was exclusively for the purpose of attending to old business.

A. OLD BUSINESS

- a. Protocol for property projects and review policy document
 - i. It is our intention that the Property Committee take charge of guiding projects through their various stages, reporting to the EC as necessary so that the EC can evaluate whether a project should be approved.
 - ii. There is concern that there could be inconsistency in execution of projects, especially in view of the turnover of people on the EC and Property Committee. The proposed Project Property Checklist would serve as a consistent guide to the process.
 - iii. Project request form on the website should be changed to refer application to Property Committee and we will review wording in the By-Laws to determine whether changes need to be made there to accommodate implementation of the protocol.
- b. A checklist for Property Projects is in development by the Property Committee for presentation to the EC at its next meeting on July 13.
- c. Homeowner listed on more than two deeds. Homeowner reported that they had their name legally removed from one of the deeds on June 25. We will reiterate our request for documentation to preclude having to take further action. Reference item 1.a. of the minutes of the Executive Session meeting of 11/28/2019,
- d. Darcy will report on the status of the Digitizing Documents Subcommittee. Will suspend plans to proceed with this project.
- e. Rather than do an audit, do a targeted study of accounting practices. Darcy will work with Pancione's accountant to develop a list of subjects for examination. The process of reporting payment of condo fees misrepresents the amount in arrears. A new process will be implemented so that the arrears are accurately represented. We have also eliminated late fees. Payments to reserves has been adjusted. That is sufficient.

- f.* #51 Mike Florio concerned about the possibility of a large oak tree near their house will fall. We'll get an expert to look at the tree. Removal of the tree is included in a proposal from Shea which has been approved by the Property Committee.
- g.* Bowry's trailer registration. Trailer has been registered.
- h.* Follow up on storage shed permitting requirements. Open.
- i.* Has fallen tree at #105 been taken care of? Open.
- j.* Will Playground maintenance be added to the annual maintenance schedule?
MOTION: Playground maintenance and repair, including removal, will be added to the annual maintenance schedule. PASSED.
- k.* MOTION to rescind the motion that was passed at the EC meeting of February 10, 2020 to convene a special meeting of homeowners to vote on how to address the knotweed problem. PASSED
- l.* Policy on putting matters into Executive Session. Tryna and Laura drafted a document that prescribes the types of matters that should be brought into executive session and how they should be reported when the EC members return to the regular meeting. They will incorporate the suggestions that were agreed upon during our discussion and present a new draft to be voted on at the next meeting.
- m.* After a brief power outage during which we all lost our internet connections, Thom, Darcy, Laura, Colleen and Seth reconnected and passed a MOTION to adjourn at 7:37 PM.
- n.* Next meeting July 13, 6:15 PM on zoom.