

HALP Executive Committee Meeting of 07/13/2020

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:

Homeowners: Ilia Cornier-Rivera #87, Joan Ballas #103

A. HOMEOWNERS MATTERS

- a. Joan presented 4 questions related to a matter she characterized as racist that occurred near the dumpsters on July 12.
 - i. Does the EC think that the incident was the result of a racist act?
 - ii. What actions will be taken?
 - iii. What will you do to prevent incidents like this happening again?
 - iv. Will the EC censure Seth and ask him to refrain from (policing the dumpster?)

- b. Ilia, on behalf of the Social Union, made the following proposal to the EC regarding use of the Dining Hall.

BEGIN PROPOSAL

For a few years now Pancione has done a “rough cleaning” of the DH in the Spring before we organize residents who do a deeper cleaning. They essentially sweep (using blowers or shop vacs?) the main floor of the DH.

At this point we’d like to propose to the EC that we run a trial period of having the SU schedule recreational use of the DH during the remainder of July (once the cleaning is complete) for Table Tennis and miniature pool games. Details of this proposal follow for the EC to consider at their next meeting.

As to the equipment, given that the SU cancelled all the events for the Spring and summer, we’ll be using part of the unused funds to purchase the ping pong table (replacing the old one which was discarded last Fall) which we’ve discussed at our last two annual meetings. We have cue sticks & balls for a miniature pool table at the DH and are being donated the table to go with the set.

In addition we’ve given careful thought to the details involving sanitation and limits in numbers as well as to time of use allowed. We are ordering a few gallons of sanitizer, paper towels, masks, and insect repellent.

Access to the bathroom hallway and to the kitchen would be taped off to prevent access. No food would be allowed. Rules for use would be announced and posted especially at the DH. Residents wishing to use the tables would sign up for 1-hr slots. The total number of people in the DH for each slot would conform the current MA rules for indoor occupancy. Any items brought into the DH would be carried out by the owner. Equipment would be sanitized by the players at the end of their session, then again by the SU at the end of the day. A trash barrel would be available for paper towels used in sanitizing.

For ping pong there would be a maximum of 4 players (teams of 2 would be from the same household). There would be no more than two players for the pool table, maintaining a minimum of 6 ft from each other. SU members with keys (Aaron, Chris & I) would unlock the DH at 9 am, then lock it at 5 pm. Request that people adhere to the rule of signing in and out.

We believe that opening the DH for the recreational use we propose would offer safe summer pastimes to our residents, helping to fill the need for the community events we've traditionally enjoyed during this season. If the EC agrees with our proposal, the SU would post a hard copy of the announcement as well as to the LP google group.

END OF PROPOSAL

B. APPROVAL OF MINUTES

MOTION: Approve minutes of June 29 meeting. PASSED.

C. COMMITTEE REPORTS:

a. PRESIDENT'S REPORT

b. VICE-PRESIDENT'S REPORT

A. 3 orientations

- a. Norbert and Sandra's son, Matt who is living with his wife in #70
- b. Carolyn Palmer in #13
- c. New homeowner of 61, Sarah Myerson, is closing on Wednesday

c. PROPERTY REPORT

- i. Units 62 and 86 requested permission to replace existing walkways. Approved by PC. MOTION: Approve the improvement or and repair existing walkway with temporary materials such as stone dust and blue stone at units 62 and 86. PASSED
- ii. MOTION: Approve 2 estimates from Shea Tree Service to trim, prune and remove trees with the proviso that prior to any work the trees be marked. PASSED
- iii. There is controversy over whether the area in front of the Chapel should be included in the mowing map as opposed to being the responsibility of LPA which holds the lease on the Chapel Building. Further research required.

d. FINANCIAL REPORT

- A. Expenses are under budget throughout.
- B. Our account at LPL financial has been converted to cash and we have been informed that we will continue to be charged the \$1000 annual fee. We have been informed that the broker will not maintain an exclusively cash account indefinitely.
- C. MOTION: We do not re-invest funds at this time and that we review our position at each monthly EC meeting. PASSED.
- D. MOTION: We withdraw funds from LPL financial and deposit funds in an account that will not incur charges. PASSED.
- E. Number of homeowners in arrears is increasing. One homeowner has requested a payment plan.
- F. Unless payment has been received or a payment arrangement made by August 1, nine homeowners accounts stand to be forwarded to the attorney for collection action.
- G. Darcy checks all deeds prior to annual meeting to confirm ownership. There are situations in which a deed can be transferred without either the management company or the HOA being notified. Therefore, we will adopt the procedure of checking the official deed records every year in preparation for the Annual Budget Meeting.

e. CLERK

- i. We have a trial subscription to use the Zendesk Issue Tracking software and we can begin testing this week.
- ii. I have set up a discussion board so that we can hash out issues between meetings and thus expedite meetings. There seems to be little appetite for this right now, but the option remains open.

f. AT-LARGE REPORT

- i. Dennis – No report.
- ii. Laura – Homeowner wants to replace screens with windows on porch. Colleen will visit the homeowner.

D. OLD BUSINESS - Archive

- a. Unresolved Issues from previous years. (See Item 4 in [the minutes of the EC meeting of June 10, 2019](#))
- b. Conversion of Baker Street to greenway. TABLED for Annual Meeting.
- c. Updating the Master Deed. TABLED.
- d. Speeding - Thom

E. OLD BUSINESS - Current

- a. The issue of an individual owning more than two homes has been resolved. (Reference Executive Session Minutes of 12/9/19, Under Old Business, Item a.; [Executive Session MINUTES 20191209](#))
- b. Tryna and Laura have been developing a document that prescribes the types of matters that should be reserved for Executive Session and how personal information should be handled. MOTION Adopt the proposal drafted by Tryna and Laura. PASSED.

F. NEW BUSINESS

- a. MOTION: Accept the proposal of the Social union for use of the Dining Hall, with emendations, as written above under Homeowner Matters. PASSED
MOTION: Grant LPA the authority to use Normal Hall in accordance with MA state indoor occupancy policy. PASSED.
- b. MOTION: We start planning to hold the September Budget Meeting virtually, which may include setting up a committee and enlisting help of other homeowners. PASSED.
- c. There were two versions of the Fire Policy on the websites that have contradictory information. The documents have been consolidated and are undergoing further review before being voted on.
- d. MOTION TO go into Executive Session. PASSED.

After returning to the regular meeting:

- e. MOTION: We respond to the homeowners requests (above) by saying that we do not find that the Executive Committed has the authority to take any of the proposed actions. PASSED After reviewing the bylaws the committee finds no authority to take the actions proposed by the homeowner. (Reference Executive Session Item B)
- f. MOTION: As of today, the bylaw (11.8.11) covering fires constitutes the Fire policy until a new policy can be promulgated. (Reference Executive Session Item C) PASSED
- g. MOTION: Approve the homeowner payment plan (Reference Executive Session Item D)
- h. MOTION: We should give them a date certain August 1 when construction debris must be removed from outside the house. (11.7.1) PASSED. (Reference Executive Session Item E)