

# HALP Executive Committee Meeting of 09/13/2021

**EC:** Presiding Officer: Darcy Johnson, Clerk: Seth Wilpan; Colleen Byrnes, Ruth Anne Lundeberg, Jody Santos

**ABSENT:** Jean Listinsky

**HOMEOWNERS:** Alexa Mignano #12, Tracey Ingle #12

## HOMEOWNERS MATTERS

1. Construction at #12 - Homeowners provided detailed [diagrams and description](#) of faulty construction that has resulted in severe drainage issues. In addition there seem to be discrepancies in the footprint as described in the master deed, which are the result of errors in the recording of the deed. It remains for the EC to determine what to do about the footprint discrepancies and what aspects of the drainage issues are the responsibility of the Homeowners' Association.
2. Violation of bylaws #60. Dog off leash and dog feces around the property. Also, excessive rubbish.
3. Request for Rental #86

## B. APPROVAL OF MINUTES.

**MOTION:** Approve Minutes of August 9, 2021 Meeting. **PASSED**

## C. COMMITTEE REPORTS:

### ***PRESIDENT'S REPORT***

1. Leases for Tenants. Tenants of our 2 rental apartments have been notified of rent increases as of January 1 and have until October 1st to accept or refuse.
2. Packets have been sent out for the upcoming Budget & Bylaws and Annual Meetings. In the process of composing the mailing lists, discrepancies in ownership were noted and corrected. This points up an ongoing need to have a better process for keeping ownership records up to date.
3. Conducted an orientation for Unit 49.
4. Attended the Social Union Annual meeting at which Dennis Tarpey was elected President.
5. There was a controversy over an unpaid fine one of the units, which was resolved
6. Received numerous queries about Unit #52 after it was put on the market, a continuation of a busy period of sales in the park.

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

1. Two orientations: Unit #5 & #81.

### ***PROPERTY OFFICER REPORT***

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1. [See Minutes of the Property Committee Meeting of September 6, 2021.](#)
2. Unit #77 requires a new leach field and is in the process of planning. If a new leach field is required the EC will hold a public hearing as the bylaws mandate.
3. Knotweed - part of the process has begun (injection), but another (foliar) has been delayed because of the rainy weather.
4. [This document shows the status of our current Tree Projects](#)
  - a. Legend
    - i. White done
    - ii. Blue - inaccessible
    - iii. Green -scheduled
    - iv. Yellow - only trees remaining on high priority removal
  - b. The cost of removing the 4 remaining high-priority trees \$11,340
  - c. **MOTION:** If the September financial statement shows that there are sufficient funds, proceed with the removal of the remaining four trees. **PASSED**
5. Humming Water Pipe Issue. Several homeowners have reported humming in their water pipes, but the source of the noise has not been identified and they are hard to diagnose. We will continue to search for solutions and encourage homeowners to contribute to that research.

## ***FINANCE OFFICER REPORT***

See the [August P & L](#) and [August Balance Sheet](#)

## ***CLERK REPORT***

The [Clerk Report](#) contains a detailed review of my experience with the Empowered HOA software and some thoughts on improving our administrative procedures.

## ***AT-LARGE REPORT***

- a. Laura – No report
- b. Jean – No report

## **D. OLD BUSINESS**

1. HOA Software. After using the software for a while we agree that there are too many problems and too little benefit for us to continue its use. We will revert to our previous procedure of conducting communication via email and we discussed a few measures we could implement to improve record-keeping and access to historical information.

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- a. **MOTION:** Terminate Empowered HOA contract. **PASSED**
2. Library Update. Upgrade of physical space is going well. Library committee is looking for a dehumidifier. At some point down the road we will probably need to replace the windows, but that isn't an immediate consideration.
3. Review proposal for LPA and HALP. Since HALP owns the Tabernacle and the Chapel, we will take over maintenance of those buildings. We continue to work with the LPA and SU to reach an agreement on managing and scheduling use of the buildings and the terms under which homeowners can use those buildings.

## E. NEW BUSINESS

1. Preparation for Budget and Bylaw meeting. Packets have been mailed and meeting is set for 9AM on 9/18.
2. Preparation for Annual Meeting. Due to the persistence of the COVID pandemic, the annual meeting will be held on zoom again this year.
3. Parking area at 60 and 61. To mitigate obstruction of the narrow road in that area, Colleen trimmed some of the foliage and will ask homeowner of 61 to park further off the road.
4. There were requests from a homeowner for the EC to assess common buildings and options for their use by the community and to consider establishing a single point of scheduling for building use. These matters are within the scope of the new Long Term Planning Committee (see next item).
5. Proposal to establish a Long-Term Planning Committee, governance, property management.

**MOTION:** Under the auspices of Section 3.11.1. the President shall appoint a Special Committee for the purpose of Long-Term Planning. The Long-Term Planning Committee will initially be comprised of 5 homeowners who will be appointed by the EC. The Committee will draft its own governing rules, which will be subject to approval by the EC. **PASSED**

After returning from Executive Session:

1. **MOTION:** Fine unit owner for subsequent violation of bylaw 11.8.4, failing to have dog under control. **PASSED**
2. **MOTION:** Fine unit owner for violation of 11.1.7, failure to keep area around home clear of debris. **PASSED**
3. **MOTION:** Allow homeowner to continue rental for 6-months due to hardship. **PASSED.**

F. Meeting adjourned: 8:55 PM

Next meeting: October 4, 6:15 PM on zoom.