

HALP Executive Committee Meeting of 11/08/2021

EC: Presiding Officer: Darcy Johnson, Clerk: Seth Wilpan; Colleen Byrnes, Ruth Anne Lundeberg, Laura Wallis, Jean Listinsky

ABSENT:

HOMEOWNERS: Tryna Hope #24, Lauren Vitiello #114, Peter Russell #7, Jane Katz #89, Sandra Hanig #65

HOMEOWNERS MATTERS

1. Complaint about not picking up dog feces on common land - Complaint by Jaime Morton on North Haven St. near 81.
2. Complaint about not picking up dog feces on common land - By Laura Wallis, multiple piles of dog poop near home. Laura picked some up, then notified homeowner
3. Complaint about dog running loose - we received a video of incident
4. Request for retaining wall - Unit # 89
5. Review of request to maintain property - Discussion in Executive Session
 - a. Tryna reports on the Library, The team is planning to have a soft-opening next week.
 - b. After some discussion, it was decided that rather than give the keypad combination to all homeowners, we will keep the library open during the day and the library team will have someone lock it up each night.
 - c. Tryna reported that the library will have to be heated in order to prevent damage to the books. Keeping the room heated at a low level will also make it friendlier to use and prevent having to turn the heat on high sporadically when people are using the room. We will keep the heat at 55 degrees and monitor the cost through January and evaluate the situation at the February meeting.

B. APPROVAL OF MINUTES.

MOTION: Approve Minutes of October 04, 2021 Meeting. **PASSED**

C. COMMITTEE REPORTS:

PRESIDENT'S REPORT

Big issue has been the contentious discussion about knotweed, which seems to be resolved at this point.

Requests have been made by absentee owners that if future Annual Meetings are held in person, we also enable zoom participation.

VICE-PRESIDENT'S REPORT - No Report

PROPERTY OFFICER REPORT

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[See Minutes of Property Committee Meeting of November 8, 2021](#)

MOTION: Owners of Unit 12 be approved to execute [their landscaping plan](#) after the drainage construction has been completed. **PASSED**

Laura questions what progress is being made on the rehabilitation of unit #48. We will contact the owners to get an update.

Laura questions the efficacy of Pancione's method of leaf removal. We will look into why the trailer is not being used.

FINANCE OFFICER REPORT

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

CLERK REPORT

Goals for this term

- Get everyone to use officer-specific email address
- Improve security, user management and functionality of website. This will entail some initial expenses of as much as a few hundred dollars and may entail some recurring expense of less than \$200 annually for software services.
- Improve document and archive management
- Establish a procedure for standardizing and maintaining our list of residents

AT-LARGE REPORT

- a. Laura -
Orientation of Unit #52, Claire Dacey
- b. Jean - No Report

D. OLD BUSINESS

1. LPA Agreement - No Update
2. Discussion of LP Library Usage - See above
3. **MOTION:** [Addition to Orientation Packet](#) to have new owners specify how the Title of Deed will be executed. **PASSED**

E. NEW BUSINESS

1. **MOTION:** Appoint members to the Long-Term Planning Committee: Nominees are: Seth Wilpan, Sandra Hanig, Peter Russell **PASSED**
2. Resignation of Vice President. Jody Santos resigned as of October. **MOTION:** Accept resignation. **PASSED**

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MOTION: Appoint Laura Wallis to serve as VP until she assumes the office at the beginning of the new term in January. **PASSED**

MOTION: Appoint Lauren Vitiello to serve as At Large member until she assumes the position at the beginning of the next term. **PASSED**

3. LPA is planning a Sesquicentennial Event during early summer of 2022. We should make sure that grounds and buildings are in tip-top shape.
4. Darcy and Ruth will arrange to meet to have their signatures notarized on the newly revised bylaws, after which Seth will register them with the Hampshire County Registry of Deeds.
5. Seth will post the updated bylaws on the website
6. Colleen will work with Seth to update some information on the HALP website.
7. The contact form on the website isn't working. Seth is looking into it.
8. Review of HALP listserv. For the moment, it will serve as our means of communication to the community.
9. We need to establish the procedure for those renting trailer spaces to submit their payments and have their rental contract recorded. Ruth will set this up with Pancione.

MOTION: Go into Executive Session. **PASSED**

After returning to the Regular Session.

10. **MOTION:** A warning letter will be sent to the unit owner regarding leaving dog feces on the grounds, per Item 1 of Executive Session. **PASSED**
 11. **MOTION:** Unit owner will be fined \$500 for subsequent violation of bylaw requiring dog feces be picked up, per Item 2 of Executive Session. **PASSED**
 12. **MOTION:** Unit owner will be fined \$500 for third violation of bylaw requiring that dogs be kept on leash and under control of the owner, per Item 3 of Executive Session. **PASSED**
 13. **MOTION:** Unit owner will be fined \$500 for third violation of bylaw requiring the area around the home be kept clear of debris, per Item 4 of Executive Session. **PASSED**
- F. Meeting adjourned: 8:45 PM
Next meeting: December 13, 2021 , 6:15 PM on zoom.