

HALP Executive Committee

Meeting of 02/18/2023

EC: Presiding Officer: Ruth Anne Lundeberg, Clerk: Aaron Bissell; At Large: (Vacant), At Large: Lauren Anderson, Financial Officer: Kathy Murri, Vice President: Andrew Lehman, Property Chair: Peter Russell.

ABSENT:

HOMEOWNERS: Tryna Hope, Dennis Tarpey, Laura Wallis

GUESTS: Tricia Pancione and Micheal Pancione

HOMEOWNERS' MATTERS:

1. **Request from Social Union to use Executive Committee office by library for occasional meetings** - Dennis Tarpey representing the SU.
 - a. Filing cabinet is locked to keep confidential documents confidential. **Motion: Allow SU use of EC office for meetings. PASSED.**

A. REPORTS:

- a. **PRESIDENT'S REPORT** (Ruth Anne Lundeberg)
 - 1) Planned meeting between EC, SU and LPA: A meeting between the three groups would be useful to promote communication. Date is still to be determined.
 - 2) EC-LPA agreement will be presented at our next meeting
- b. **VICE PRESIDENT'S REPORT** (Andrew Lehman)
 - 1) Orientation for renter at #77- Resolved and completed (Expected to be a six month lease term.)
 - 2) Orientation for renters at #63 - Completed (Unknown timeline for lease. Andrew will follow up as necessary.)
- c. **FINANCE OFFICER'S REPORT** (Kathy Murri)
 - 1) [See Attached Report](#)
 - a) It's still early in the year, so there aren't many expenses yet. Currently expenses are somewhat lower than 8.33% (or one month) of yearly budget. Electric bill high - perhaps to be expected given current energy prices, but it may need to be monitored closely. Legal bills may also be high for this point in the year.
 - b) Income is on target. Some homeowners have even paid in advance. Ruth Anne is still working on moving some funds (~\$100,000) from savings into a CD.

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d. **PROPERTY OFFICER'S REPORT** (Peter Russell)

1) [See Linked Document](#)

- a) Lots of problems with Dining Hall. Laurel Park needs to decide what to do about it: invest the money to fix it up, maintain it in its current condition, or give it up as a lost cause.
 - i. First step is to have a professional examine the building and give an estimate on fixing at least the most serious issues.
 - ii. Septic system will likely be a problem as soon as the water is turned on in the spring.
 - iii. Steps and railing at the front entrance are a safety concern. **Pancione, Peter, and Dennis will try to look at it within a week.** Idea of an accessible entrance for front steps was suggested.
- b) Normal Hall also needs some work.
 - i. New roof for the porch is currently budgeted for this year. Could that money be reallocated for the Dining Hall?
 - ii. The Property Committee would also like some idea of work required to keep water in Normal Hall on during the winter. Pancione says we would probably need to leave the heat in the kitchen and bathrooms at 65; the heat in the larger meeting room could remain off. It's not expected that any other work would be needed.
- c) More environmentally friendly groundskeeping has been requested and is being investigated. Pancione has explored that option for other properties in the past. It's usually more expensive, and the larger area of Laurel Park may be a barrier.
- d) Tree work is coming up in March. List of trees is being created; notification will go out to homeowners soon.
- e) Should there be anymore oversight for septic system at #77 or for future septic system work? Work on #77 created a lot of distress from homeowners despite the fact all the proper procedures were followed by the homeowner and the septic contractor. **Lauren and Aaron will work on a system for notifying homeowners of significant work, even if that notification is very last minute.**

e. **CLERK REPORT** (Aaron Bissell)

- 1) Review of [Executive Session Criteria](#): How and when Executive Sessions are used. Purpose of executive sessions is to protect the homeowners' privacy, not the EC's.

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f. **AT-LARGE REPORT** (Lauren Anderson)

- 1) Playground Renovation: See [Overhead footprint diagram](#) and [View from ground level](#).
 - a) Structures will be parallel to each other rather than the current “L” shape. This will make the footprint a little smaller, reducing the amount of mulch needed. Edging will be logs and reused pieces of the frame from the current wooden structure. Current wooden structure is somewhat in the way of staking out the footprint for the new structure. **Lauren will work on getting the new footprint marked as well as possible.**
- 2) Makerspace Documents approved by our Attorney and Insurance Agent.
 - a) Some changes were made to agreement, rules remained the same. **Motion: Notify homeowners that makerspace is now available. PASSED.**
 - b) What should be done with homeowners’ \$40 makerspace fees? Lauren and Pancione will work on a system for payment. **Motion: Put \$40 fee into the miscellaneous income line of the budget. PASSED.**

g. **LONG TERM PLANNING COMMITTEE REPORT**

- 1) No report. **Andrew will reach out to Norbert Goldfield for any update about possible septic/sewer plans or other long term planning ideas.**

h. **PROPERTY MANAGER’S REPORT** (Mike Pancione, Tricia Pancione)

- 1) Update on changes to structure and personnel at Pancione Associates: Not many practical changes where Laurel Park is concerned as a result of merger.
- 2) Update on AppFolio, the new online management platform: Laurel Park should now have access to AppFolio through its own login. It’s taking longer than expected to enter all the homeowners’ information, but Pancione’s hope is that online payments will become available in late March. Pancione emphasizes that despite the new management platform, they are still available and encourage use of phone calls to contact them.

B. OLD BUSINESS

1. **Insurance on #20 (The Chapel):** Resolved - HALP is responsible; #20 has been added to HALP’s policy.
2. **SU use of Normal Hall in winter:** Further information from SU and LPA needed. Rough estimate of cost to heat Normal Hall during winter is \$6500. What SU has been able to do in Normal Hall so far this winter has been helpful/successful even with water shut off. They still

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need to do more research. **Motion: Table discussion until there is more information available. PASSED.**

C. NEW BUSINESS

1. **Do we want to find another At-large to replace Jill Taglia who resigned? The By-laws do not appear to require it.**
 - a. A year would be a long time to leave a space open. Fewer people on the EC potentially makes it harder to reach quorum. The additional vote could be important for contentious issues.
 - b. EC is allowed to appoint someone without a homeowner vote. Tryna Hope volunteers but suggests finding some “new blood” among the homeowners. Suggestion that the nominating committee could look for someone. Someone could ask homeowners via listserv and/or post on the bulletin board. **Motion: Move discussion to executive session. PASSED.**
2. The Property Committee would like to know what’s being done on negotiating a new contract with Pancione and who, if anybody, is working on it. Negotiation is the responsibility of the President, with input from the Executive Committee. Right now, there are no active negotiations. Current contract is self renewing. **Motion: Move discussion to executive session. PASSED.**

D. Executive Session

1. **Motion: Enter Executive Session. PASSED.**
2. **Item One - Filling Vacant At Large Position - Motion: EC will email homeowners and post at the bulletin board by mailboxes to see who could be interested in filling the empty At Large space. PASSED.**
3. **Item Two - Unapproved Excavation on Common Grounds - Motion: Table discussion until next meeting. PASSED.**
4. **Motion: Leave Executive Session. Passed.**

Meeting adjourned.

Next meeting: Wednesday, March 15th at 6:15pm