Washington Park 2019 Annual Meeting of Owners

Date: May 13, 2019

Location: St. Augustine’s Parish Center Hall, Essex Street, Andover, MA 01810

Called to order: 6:00 p.m.

Present: Gil Major, Rhonda Fisher, Barry Mahoney, Lisa Arsenault, Barry Kaplan, Ivy Rabinowitz, Chris Collins (BRIGS)

Not present: Jeanne O’Connor

Welcome and Introductions: Gil Major, President of the Board of Trustees

Quorum: Not established. Total number in attendance was 32. Total percentage of owners: 33.4%

Chris Collins (BRIGS) extended thanks to the Board of Trustees for their service and to John McMullen for his work on the property.

Treasurer’s Report: Chris Collins (BRIGS)

1. Reviewed financial documents included in the meeting packet. Projected 2019 Available Cash Balance on January 1st: $291,274.
2. Contributions continue from Operating to Reserves/Escrow at 13.75% covering Flood Insurance annual renewal expense.
3. Saved $46,483 in Gas charges due to the September 13, 2018 Columbia Gas explosions and being in the impacted area. Made a one-time transfer to reserves for $50,000.

Property Report: Chris Collins (BRIGS)

1. BRIGS will move to a new Vantaca software on June 1, 2019 for communications and fee payment. Information will be sent to all owners on how to pay the June 1, 2019 condominium fee and how to change on-line banking information. Auto-payments will have to be changed with your current bank and a new mailing address for those who pay by check with the monthly coupon. No late fees will be applied for the month of June 2019 to allow time for the transition to the new software and web-portal.
2. Reserve study - overview given by Chris Collins on projects and projections over 10 years
3. Pool and Pool House – the pool is ready to be opened on time on Memorial Day weekend. The Pool House has been updated and painted by John McMullen. New toilets installed by Columbia Gas as part of the restoration process.
4. Renovations completed in common area hallways in buildings 237, 247, 257 North Main Street.
5. Trash and Recycling Vendors – Cassella will handle both the trash and recycling pickups.
6. Franklin House Storage – bins are available for annual rental at $150 (small bin) and $175 (large bin). Contact BRIGS (Chris Collins) for rental requests.
7. Fire Extinguisher Training – possibly another training session led by John McMullen (Andover Fire and Rescue) if there is interest in scheduling.
8. Columbia Gas Claim – Chris Collins (BRIGS) reviewed submitted claim and pending claim items. Total claim as of this date is $27,777.61 which does not include street and landscaping repair to be completed by Columbia Gas. Work is continuing to fully repair damage done due to the emergency of September 13, 2018.

Trustee Candidate Introduction for three (3) positions open for 3-year terms:

Gil Major

Barry Kaplan

Ivy Rabinowitz

Due to no quorum, the Board of Trustees will appoint the three (3) positions at their June Board Meeting. The Annual Meeting Minutes from 2018 will also not be voted on due to no quorum.

Questions submitted in advance of the meeting and from the floor: Chris Collins (BRIGS) addressed

1. Security – how to increase security by more lights and/or cameras. To be discussed by the Board of Trustees
2. Is the association responsible for remediation if lead paint is found above a slider door on the second floor? No due to current regulation on height out of reach.
3. Pest control – inside the unit. That is the responsibility of the owner. Outside and common areas are the responsibility of the association. Board has contract to address outside and common area issues.

Respectfully submitted,

Lisa Arsenault

Secretary