Washington Park Board of Trustees

April 24, 2023

Called to order at 6:00 pm via Zoom

Present: Gil Major, Barry Mahoney, Ivy Rabinowitz, Lisa Arsenault, Barry Kaplan, Jeanne O’Connor, Nikki Newell (BRIGS) and Scott Wolf (BRIGS)

Quorum established

Scott Wolf (BRIGS) addressed the board regarding the Wildwood contract and service options. Contract renewal increases were presented by Wildwood and were beyond 2023 budgeted amount for Landscaping. Scott Wolf (BRIGS) outlined a modified and discounted landscaping plan for year 2023 with a negotiated option for next year to lock in for two years. Negotiated results to be voted on in regular session. Scott Wolf will review all documents as presented.

1. Secretary Minutes – approved as written – **MSA**
2. Treasurer’s Report – as of 3/31/2023

Operating - $2,866.28

Reserves - $261,080.7

1. Line item #52185 needs to be re-classed to Reserves.
2. Management Report – Nikki Newell (BRIGS)
3. Parking Plan – meeting scheduled for 4/27/23 at 11:00 am to walk the property for finalization of plan presented to the Town of Andover and peer review. Engineer will attend (Bill Dufresne) as well as available trustees.
4. Storage unit – updated sheet and available units still to rent. Four bins are still empty.
5. Wildwood contract – Motion made to approve a 2-year contract to Wildwood with first year landscaping at $47,821 including the negotiated discount and the second year at $88,464 and snow removal at $26,093 each year for 2 years. **MSA**
6. Pool - maintenance company will begin the pool opening on May 1, 2023 with the community use opening on May 27, 2023 on Saturday morning of Memorial Day weekend.
7. Camera repairs – all cameras are repaired and are operating
8. Emergency charges – not to be charged
9. Mailboxes – for any unit not reporting information by May 8, 2023 after a warning will be fined $100.
10. Remove sticker from Handicap spot – Eric will address
11. Parking space lines – complete by end of May – Eric will address and complete
12. Open Discussion
13. Speed bump – Jefferson cross through area. To control speed in the area, the board approved the spending of $300-$400 for a temporary speed bump to be removed by 11/15 for snow issues. To be ordered and installed as soon as available for ensure safety in the area of concern.
14. Bird next in Newton House cable box – Eric will address
15. Pool furniture – board discussion and Eric’s recommendations to replace pool furniture. Board agreed and approved that 2 tables and 4 chairs each need to be ordered. Pricing to be searched at Andover Pools as previously ordered. Pricing will be considered and approved.
16. Notices to every community door to not feed wildlife of any kind including geese, turkeys and birds. A violation will result in a fine for a violation of a Rule and Regulation. Feeding wildlife is also dangerous to the wildlife which should be kept in mind.
17. Emotional Support Animal – documents to be sent as notarized.
18. Laundry contract – no contract as of this date. The Q1 payment is due for the laundry contract.
19. Unit information sheet – will be mailed at no cost to the board and will be emailed to gather unit information.
20. Pest End – Nikki Newell (BRIGS) will contact Pest End as they are due on the property regularly and haven’t been seen on site. Vital to the property especially with construction in the area. A set schedule is essential.
21. Trash – Casella missed a pick up the week of 4/17. They picked up Monday and Wednesday but not on Friday of that week. WP should only be charged for two pickups and not 3 as contracted.
22. Executive Session

Annual Meeting: May 22, 2023

Next Board Meeting: June 26, 2023

Adjourned at 7:42

Respectfully submitted,

Lisa Arsenault

Secretary