Washington Park Board of Trustees

February 28, 2022

Called to order at 6:00 pm via Zoom

Present: Gil Major, Rhonda Fisher, Barry Mahoney, Lisa Arsenault, Jeanne O’Connor, Ivy Rabinowitz, Chris Collins (BRIGS)

Absent: Barry Kaplan

Quorum established

Guests: Joyce Losick-Yang, Sustainability Coordinator for the Town of Andover, Bob Douglas, Director of Conservation for the Town of Andover, Alex Maxwell, Consulting Firm of Fuss and O’Neil. Topic of discussion will be the Balmoral Stream Gauge Funding

1. Guest Presentation – Joyce Losick-Yang reviewed plans to address securing the renewal of funding by the Town of Andover for the Balmoral Stream Gauge at a cost of $15,500.00/year which is a $500 increase from the previous funding. This will be presented at the Town Meeting scheduled for June 2022. Bob Douglas spoke of the importance of having Washington Park owners/residents attend and/or speak at the Town Meeting to help secure the votes needed to pass the Article to be presented. The hope is to then have the funding be a permanent part of the Town’s Annual Budget. Also discussed was the Hazard Mitigation Plan which has expired and must be revised in order to apply for available grants. Barry Mahoney volunteered to serve on the Town’s Committee with his experience and expertise on the flooding issues, the Washington Park Flood Emergency Operations Plan as well as the Balmoral Stream Gauge. The Board voted to approve Barry Mahoney serving on the Hazard Mitigation Plan Committee. **MSA**
2. Secretary’s Report – accepted as written **MSA**
3. Treasurer’s Report – Chris Collins (BRIGS)
4. Operating - $60,753.47 as of December 31, 2021
5. Reserves - $422,959.23 as of December 31, 2021
6. January Financials are being finalized and will be sent to the Trustees when available this week.
7. Payables are being reviewed
8. Dan Blodgett – our new financial contact at BRIGS
9. Management Report – Chris Collins (BRIGS)
10. Columbia Gas Paving – will be scheduled in the Spring 2022 as soon as weather permits and material is available. John Sullivan will prioritize Washington Park for this work to be done.
11. Parking Plan – Bill Dufresne has the paperwork which will need to be signed within 14 days of the meeting with the Town of Andover. Chris Collins will secure a day and time for this paperwork to be signed so that we can be on the next meeting’s agenda.
12. Exterior Lights – Board majority selected the frosted glass and black lamp posts for the new exterior lights at a cost of approximately $300/lamp and post. This cost does not include any underground wiring needed. This cost was quoted by CAP Electric. Chris Collins will ask Joyce Losick-Yang if her office has a suggested contractor for outside electrical lighting for comparative cost review.
13. Electronics – the Board discussed best options in the distribution of the new access cards for the pool/recreation area. The decision was made to have owners pick up their card on available dates to be announced and listed on the letter to be sent to owners. It will be the owner’s responsibility to then pass along the card for their unit to a renter. An information sheet will be filled out by the owner with data needed on owner/renter information in the unit for which the card is being picked up. There will be no more than one access card per unit.
14. Onsite Maintenance – the board discussed options in addressing the number of hours to be worked by our Maintenance Supervisor, Eric Fawcett in order to establish a consistency in cost. After discussion, the motion was made to have Eric Fawcett work on the Washington Park property Monday through Friday from 8:00 am to 2:00 pm. The Motion passed 5-1 with one opposed (Jeanne O’Connor) – **MSA**
15. Orientations – one orientation is scheduled for unit #1 in #237 North Main Street
16. Open Discussion
17. Repair of divot areas paving – will get quote on areas to be repaired (Wildwood)
18. Trash rooms – update on speaking with unhappy senior citizen owner and possible action to address the loss of this service prior to the annual meeting.
19. Mailbox labels – need to be done
20. Building #70 laundry – adding a sink to enable the use of water by maintenance staff. To be scheduled.
21. Towing issues during snow storm – discussed
22. Executive Session

Adjourned at 8:20 pm

Next Board of Trustees Meeting: March 28, 2022

Working Meeting: TBD

Respectfully submitted,

Lisa Arsenault

Secretary