Washington Park Board of Trustees

January 22, 2018

Called to order at 5:00 p.m.

Quorum established

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

Absent: Barry Mahoney, Barry Kaplan

1. Secretary’s Report – approved as amended – **MSA**
2. Treasurer’s Report – Chris Collins (BRIGS)
3. Balance Sheet – as of 11/30, Operating is $120,157
4. Chris Collins (BRIGS) will check indications of increasing electrical usage and will report findings at the next Board Meeting in February.
5. Management Report – Chris Collins
6. Trash area – Northside Carting has been bought out by Charles George and a new driver has been assigned to the Washington Park account. A new dumpster container will be provided as the trucks are moving to front side pick-up. Town of Andover is requiring that the cover on the trash dumpster container be closed. This change will be monitored to see how the area is impacted.
7. Recycling area – options will be considered to address continued over-filling of the recycling container including items being left on the ground. Options being considered are increasing the size of the container, additional pick-ups and enclosing the container.
8. Certificate of Deposit (CD) roll-over – options considered based on best interest rate. Motion made to move $120,157.00 CD to North Shore Bank for 12-months at an interest rate of 1.35% - **MSA**
9. Pest control issues – laundry room at Exeter House will be addressed based on reported issues with mice.
10. Laundry room – Andover House laundry room will be painted and the ceiling will be addressed based on reported need. John McMullen will do the update as recommended.
11. Carpet cleaning – will be completed in Spring 2018 at a cost of $2,100.00
12. Andover, Bradford, Concord – quotes to be updated on hallway improvements
13. Snow policy followed and vehicles towed per violations. Trustees agreed that the courtyard pathways and all walkways need to be plowed/cleared for safety and emergency access.
14. Move In/Move Out – reviewed as reported by BRIGS
15. Open Discussion
16. Coupon books for HOA payment – will be delivered to owners prior to the March payment due date.
17. Lights at south entrance are out – will be looked at by John McMullen and an LED option will be looked at.
18. Executive Session

Meeting closed at 6:30 p.m.

Next Board Meeting: February 26, 2018

Working Meeting: February 12, 2018 (as needed)

Respectfully submitted,

Lisa Arsenault

Secretary

Washington Park Board of Trustees