Washington Park Board of Trustees

July 27, 2015

Called to order: 6:00 p.m.

Present: Gil Major, Rhonda Fisher, Ed Medeiros, Lisa Arsenault, Barry Mahoney, Barry Kaplan, Jeanne O’Connor and Dana Isaacson (GBP)

Quorum established

1. Secretary’s Report – June 2015 minutes approved as corrected (typo error) – **MSA**
2. Treasurer’s Report – Ed Medeiros reviewed financials including outstanding payables/invoices and paying oldest invoices first. All invoices are June/July ($71,654.00)
3. Flood Insurance renewal – paid. Certificates per building to be posted on website for unit owner download as needed. Renewal effective through August 6, 2016. Increased contribution to reserves is on track and confirmed in anticipation of 2016-2017 renewal.
4. Management Report – Dana Isaacson (GBP)
5. Pool fencing – Carli Fencing provided proposal and GBP will clarify if it’s an added piece or new section. Dana Isaacson will give Carli the go-ahead based on final cost. Door closers – John will take care of those needed providing cost savings.
6. Verizon Fios proposal – Gil Major will contact Verizon representative to meet on-site to see mock-up of proposed project (Exeter House). Project management fee (GBP) discussed.
7. Dover House boiler – inventory storage, tank replacement list for Callahan. Confirmed that warranty tank was used. Replacement tank proposed at $4875.00. This type/model will suit all buildings by Franklin and Manchester (cost of those to be reported by Callahan). Approved and will store in garage. Dover situation reviewed.
8. Door inventory in process (exterior hallway entrances) – and most will need replacement based on condition. GBP researching pricing on standard and metal doors to keep with the same look of existing doors. Project not yet scheduled. Door from the garage to the pool area to be painted by John.
9. Laundry room clean-up – reviewed options short term and long-term including hallway improvements (wallpaper/painting/carpeting). One hallway (Newton House) to be looked at as a cost sample. To be discussed at working meeting and September Board meeting.
10. Landscape plantings – list of suggested issues and replacements presented by designer (Judy Wright) reviewed. Vote on next steps will be at August 24, 2015 based on trimmings by Wildwood, summer growth and budget. Watering of plantings remains and issue.
11. Parking lot lines – 12 approved new spots to be marked immediately.
12. Roof replacements – Duncan will begin next phase including Exeter, Lexington and Manchester Houses (no particular order). Board reviewed proposal and GBP will go back to Duncan on possible cost reduction options. Motion to move forward with the three scheduled buildings (Exeter, Lexington and Manchester) once this phase cost is finalized. Management fee of roofing project is 2.5% to GBP.
13. Open Discussion
14. Champion trash pick-up – suggestion by Ed Medeiros to change the Champion trash pick-up to Wednesday rather than Friday to eliminate the overloaded dumpster issue by Northside on Saturdays when they often miss the pick-up creating several issues. GBP will then work to change Northside contract to Thursday/Monday. Voice-shot will alert owners of trash barrel pick-up change.
15. Executive Session

Working Meeting – 8/10 – as needed

Board Meeting – 8/24 at 6:00 p.m.

Respectfully submitted,

Lisa Arsenault

Secretary, Washington Park Board of Trustees