Washington Park Board of Trustees

March 27, 2017

Called to order at 6:00 p.m. and Quorum established

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

1. Secretary’s Minutes – approved as written **MSA**
2. Financials – Chris Collins (BRIGS)
3. Balance sheet reviewed
4. Operating profit of $23,939
5. Snow removal – end of year 2016 is under budget based on snowfall. Could easily be over budget if snowfall had been greater.
6. Plumbing and repair is slightly over budget
7. Insurance premium – offset decision to be made based on premium
8. Financials are in good order
9. Management Report – Chris Collins
10. Boiler preventive maintenance contract and fall shutdown contract – reviewed and approved as proposed – **MSA**
11. Paving – discussion on projected 2021 project per Reserve Study. To be completed in 3 parts based on priority areas and by sections. Parking as well as roadways to be considered in this project. BRIGS will report at April Board Meeting.
12. Landscaping and Snow – contract with Wildwood reviewed. No changes in either contract. Will address on-site personnel needed during storm duration. Plymouth House landscaping to be scheduled for spring replacement and plantings per community design plan. BRIGS will discuss with Wildwood.
13. Office stairs at 259 North Main – proposal reviewed for granite steps to replace brick at a total cost of $4,200. **MSA**
14. Stairs from rental unit at 259 North Main – to be repaired/replaced by John M. – on-site superintendent.
15. Surveillance cameras – reviewed current system and expanded coverage. Central Signal proposed a replacement and upgrade to also include camera from north entrance. Motion made to approve proposal to upgrade dumpster area cameras and include a north entrance camera at a total cost of $3,831.76 **MSA**
16. Surveillance cameras – south entrance will require internet connection
17. Spring cleanup – when snow and weather permits. Wildwood will be scheduled and asked to pick up storm fallen branches.
18. Entry doors – there are 17 entry doors completed. Finish work including closing will be addressed.
19. Open Discussion
20. Trees on North Main Street – based on their condition and recent falling trees issues, these trees need to be addressed. BRIGS will contact Town of Andover on removal plan.
21. Tennis Court – to be opened based on computer access. Net to be put in place.
22. Annual Meeting – to be scheduled based on availability of meeting hall. BRIGS to secure available date in May with a start time of 6:15 p.m.
23. Certification of delegation – signed by four needed trustees to give BRIGS authority to issue 6Ds.
24. Executive Session

Board Meeting: April 24, 2017

Working Meeting to be scheduled as needed

Meeting Adjourned at 7:45 p.m.

Respectfully submitted,

Lisa Arsenault

Secretary

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