Washington Park Board of Trustees

March 23, 2020

Called to order at 3:00 pm via Conference Call due to COVID-19

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

Quorum established: 100%

1. Secretary’s Minutes – approved as written **MSA**
2. Treasurer’s Report – Chris Collins (BRIGS)
3. Reviewed financials – report for January/February to be complete within 24 hours and will be sent to the Board for review
4. Final invoicing due from Wildwood and Brothers to help forecasting
5. Laundry income – under budget $2,000. To be reconciled by Accounting based on Q1-Q4 in 2019.
6. Management Report – Chris Collins (BRIGS)
7. Deck Project – Landmark policy based on CV-19 is for no more than 10 workers outside and working with Town of Andover on work continuing.
8. Change request on new deck trim – Landmark will continue with project
9. Loan – funding is available as of today, 3/23/2020. Project to date is $299,867.
10. Fines and Violations – wording change on violation notice to “cited” on infractions including dumpster and recycling.
11. Landscaping – Wildwood will refurbish areas mid to late April. Plan for replacement of failed shrubs/plants expected at April meeting.
12. Interior Doors – Building 237, 247 and 257 – common area doors only will be pushed out for two years on the Reserve Study list.
13. Concrete Slabs – get bids on cracks and damaged/failed areas at Buildings 30, 40, 60, 247 and 257. Report at April Board Meeting.
14. Signs – overflow parking area has new signage posted as Long Term Only
15. Columbia Gas Claim – no response as of this date and what options are next including asking legal to assist with the claim.
16. Superintendent – responsibilities discussed
17. Open Discussion
18. Casella – extra pickup schedule is in process due to CV-19 and more at home usage of trash disposal. Will work with both Casella and Champion to plan for a new schedule.
19. Tennis Court opening – the tennis court and recreational areas will remain closed until further notice.
20. Pass through area – needs to be repaired by Wildwood after the winter season.
21. Parking issue – the south circle is seeing more parking that will block fire lanes. Notes will go to Exeter House asking for consideration of the fire lane safety issue.
22. Laundry rooms – ask all users to sanitize with each use due to CV-19
23. Notify owners and residents to not dispose of sanitizing wipes by flushing as plumbing will be impacted harmfully.
24. Smoking by contractors including Landmark – will be cautioned and reminded by BRIGS of the No Smoking policy in common areas at Washington Park including outdoor common areas.
25. Non-resident violators using the dumpster – how to prosecute as identified
26. Executive Session

Adjourned at 5:00 p.m.

Next Board of Trustees Meeting: 4/27/2020

Lisa Arsenault

Secretary

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