Washington Park Board of Trustees

November 28, 2016

Called to order at 6:00 p.m.

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

Quorum established

1. Secretary’s Minutes – approved as written **MSA**
2. Treasurer’s Report – Chris Collins (GBP)
3. Balance sheet reviewed – payables are $6,300 and the variance is plus $43,345. Final roofing invoice (Duncan) will be paid prior to the end of December.
4. Management Report – Chris Collins (GBP)
5. Parking – new visitor spaces notice will state “no parking in visitor spaces during snowfall”. Notice to be distributed to each unit on the property and mailed to offsite owners. Motion to approve. **MSA**
6. Snow removal policy – approved as written. Wildwood has reviewed and approved. No voice shots. Mailed to offsite owners and distributed to all units and posted in all hallways. **MSA**
7. Entry doors – Exeter House is in process with Dover next for door replacements. Shipments are in four at a time based on storage and installation schedule.
8. Main office heating zone issue – proposal to add a separate zone for control of the heat in the office space at 259 North Main Street. Work will expand the use of the space for the community. Work to be completed by David Murphy Plumbing as proposed at $2500. **MSA**
9. Boiler Inspections – annual inspection report reviewed. Priority issues to be addressed immediately. All issues will be addressed in order and at best proposed cost to the association.
10. Final fall cleanup – Wildwood will do their final fall leaf cleanup by December 1, 2016. National Grid will be contacted again for free trimming of branches entangled in wires around the property.
11. River bank trees – beaver damage causing major issues with tree loss. Vote to address is 5 yes votes, 1 no vote and 1 abstain to address. **MSA**
12. Shawsheen River Gauge funding – Barry Mahoney addressed. The five (5) year agreement with several entities for $15,000 went to Town of Andover Board of Selectmen and not supported. Went to the Town of Andover Town Meeting with a Warrant which was approved for $60,000 to install and maintain the Balmoral Gauge. Renewal is due in 2017 and the process is beginning to secure support. Plan is to submit another town meeting warrant article for $75,000 for continuation of this vital resource with support from Washington Park and North Main Street area residents.
13. Balmoral Dam – work to remove will begin in mid-December as reported.
14. Budget Letter for 2017 – no increase in fees for 2017. Letter to all owners to be sent by GBP by December 1, 2016.
15. BRIGS announcement made via mail to all owners.
16. Newsletter – will be finalized and sent to all offsite owners and distributed to all units on the property.
17. Open Discussion
18. Gas grill cover missing at Lexington
19. Executive Session

Next Board of Trustees Meeting: 1/23/17

Respectfully submitted,

Lisa Arsenault,

Secretary