Washington Park Board of Trustees

November 16, 2020

Called to order at 6:00 pm

Meeting via Zoom due to Covid-19

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

Quorum Established

1. Secretary’s Minutes – accepted as written **MSA**
2. Treasurer’s Report – Chris Collins (BRIGS)
3. Balance Sheet – due on 10/31/2020
4. Operating - $111,915.04
5. Reserve - $468,641.19
6. No cash flow issues
7. Accounts Payable - $801.10 for Winterization of Pool
8. Management Report – Chris Collins (BRIGS)
9. Landscaping – awaiting Wildwood response on plantings, pulling mums, replanting 259 North Main. Chris Collins will follow up again.
10. Vehicle Registration Project – Barry Kaplan discussed options and methods of collecting data to compile vehicle information. Suggested form to use was reviewed as well as how this information would be managed. Motion made to approve form as presented with the information to be held and managed by BRIGS – **MSA** (6 in favor, one opposed).
11. Columbia Gas Claim – all requested information has been submitted for the claim review to be completed.
12. Energy Contracts – waiting for renewal documents from 3rd party energy contractors.
13. Paving – lining and visitors’ spaces – EJ Paving has the document with the lined spaces. Will be scheduled for completion.
14. Water spigots – to be shut down and winterized before Thanksgiving.
15. Snow Policy – door notices to be changed in each building hallway to display snow policy.
16. Beaver issue – trees are down and damaged along riverbank on both sides of the property indicating beaver activity. Chris Collins will contact Kurt Kefferstan to address at a cost of $1500.00 for 10 days for unlimited trapping. Motion to approve – **MSA** (6 approve, one opposed).
17. Open Discussion
18. Franklin House Storage Bins – notices posted in laundry rooms and put under all doors with information on units available (6 small and 1 large available).
19. Wreaths to be put on Andover, Bradford and Concord front doors before Thanksgiving.
20. Laundry Room Floor in Lexington House – repaired
21. Emergency switch issue – cannot be covered per regulation. Will monitor any further instances of unauthorized manipulation.
22. Trash area – bags are on the ground – Chris Collins will ask Casella to come earlier than mid-afternoon.
23. Rules and Regulations enforcement – owners are responsible for informing renters/tenants of rules and possible violations.
24. Barrel near the dumpster – does it belong behind Plymouth or Newton. Will be determined.
25. Motion to reduce unit violation fine amount from $600.00 to $300 in refrigerator storage/disposal issue **- MSA**
26. Executive Session

Next Board Meeting: January 25, 2021

Respectfully submitted,

Lisa Arsenault

Secretary

Board of Trustees