

Briarwood Falls Association
Executive Board Meeting
February 13, 2025, at 10:00 AM
Meeting Minutes
Approved

7. Treasurer's Report	<p>Treasurer's report 1/31/2025 was presented by Karen Pontrelli</p> <p>Total Income: \$30,882 Total Expenses: \$39,797 Difference: \$9,115 Total Reserves: \$279,256 Business Checking Balance: \$15,896</p> <p>a. Enforcement of the \$25 late fee was discussed. The Association policy for late payments will be sent to residents as a reminder. Going forward, late fees will need to be imposed on those who do not adhere to the policy.</p>	
8. Repairs and Maintenance Summary	<p>Joe Clune, Director, summarized ongoing repairs and maintenance issues.</p> <p>9 Oriole – possible roof leak 10 Oriole – possible roof leak in the garage area 23 MB – window to be replaced under warranty pending vendor's inspection 32 MB – windows to be replaced under warranty pending vendor's inspection</p> <p>Joe Geiger stated he has received the following; 2 of 3 requested quotes for the Community Center Heating & A/C equipment maintenance. 2 of 3 quotes on the 11/12 Snowbird driveway repair project.</p> <p>a. Roadway maintenance –Don Greene mentioned concerns about cracking roadway surfaces from the thaw and freeze effects. These are being noted and will be addressed in the Spring.</p>	
9. Waivers	<p>a. 5 Starling Court – a waiver was submitted to replace the current front cement stairs. Owners want to widen the stairs, remove the large shrubs on each side, add handrails, and replace the cement stairs with Trex.</p> <p>There was a discussion regarding the necessity to maintain uniformity of front steps in the community.</p> <p>b. 69 Mockingbird Drive- front storm door - approved</p>	<p>a. 5 Starling – On Hold</p> <p>b. On a MOTION by Joe Geiger SECONDED by Greg Dexter to approve a waiver for 69 MB</p> <p>a. Vote: Passed</p>
10. Committee Reports	<p>a. Social Activities Committee report was presented by Greg Dexter, Liaison, see p. 4</p>	
	<p>b. Reserve Committee report was presented by Karen Pontrelli, Liaison. The Reserve Study Committee has been making good progress. We</p>	

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	have contacted more than a dozen vendors for current pricing to replace items like roofing, driveways, decks, sidewalks, etc. We have also updated our spreadsheets to make sure that once we have prices then we'll be able to quickly calculate the amount of reserve funds needed, by year, to pay for these items. We are still on track to complete our work by this summer.	
11. Old Business	<ul style="list-style-type: none"> a. Issuing Maintenance Standards vs. Maintenance Practices was discussed. Joe Geiger is waiting on a reply from the Atty. for clarification on how to best move forward with these. b. The treating of unit walkways to prevent icing will begin to be included in our snow removal services. Our current contractor will be providing this service for an additional \$500 per application. Greg Dexter to contact Full Myles Grounds. 	<p>b. On a MOTION by Greg Dexter SECONDED by Joe Clune to increase snow removal services Vote: Passed</p>
12. New Business	<ul style="list-style-type: none"> a. LCE Review Committee. The board discussed ways we may reallocate the responsibilities of the limited common elements. A survey-type document prepared by the board or forwarded to a newly formed committee to prepare may be an option. The survey would be sent to unit owners for feedback. Emphasis on showing the positive impacts of removing some items from the Association's responsibility would be highlighted. 	
13. Next Meeting	Executive Board March 13, 2025, at 10:00 AM	
14. Community Member Input	None	
15. Executive Session	Moved into Executive Session at 10:55 AM	<p>On a MOTION by Kathy Kazarian, SECONDED by Joe Clune to move into Executive Session Vote: Passed</p>
16. Return to Regular Session	Returned to Regular Session at 11:23 AM	
17. Adjourn	Meeting adjourned at 11:25 AM	<p>On a MOTION by Greg Dexter, SECONDED by Barbara Lefevre to adjourn Vote: Passed</p>

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Executive Board Meeting
Social Activities Committee Report

Good morning,

The Social Activities committee continues to plan activities, with updates and times for all activities and events e-mailed each week to the community by Pam Provost.

Shuffleboard, board and card games continue to help our community get through these Winter months. February 4th to the 18th will be our annual TEEG, ACCESS, and NECOG collections. A listing of items desired for these collections has been sent to the community.

April 25th is slated to be a Trivia Night, starting at 6:30PM. More details to come.

The next meeting for the Social Activities committee will be announced soon. All interested in helping are invited to attend. Your ideas are always welcome.

Respectfully submitted,

Greg Dexter
Executive Board Liaison, Social Activities Committee