

Executive Board Meeting
November 14, 2024 at 11:00 AM
Meeting Minutes
Approved

Chair Pro-Tempore: Nancy Daley

Minutes Submitted by: Nancy Daley

Members Present: Karen Pontrelli, Treasurer/Director; Nancy Daley – Secretary/Director; Greg Dexter; Director, Joe Clune, Director

Community Members Attending: # Units represented in person - 8
 # Units represented on Zoom – 5

Topics	Discussion	Action
1. Call to order Regular Session	At 11:00AM	
2. Additions to the agenda	a. Use of Community Center by Cary Marcoux added as 12d.	
3. Community Member input (Limited to items on the agenda; comments limited to 2 minutes Maximum)	a. Joe Geiger reported that Xfinity installation will begin Monday 11/18 starting at the bridge and heading up Mockingbird into the neighborhood. The work will take about 3 weeks. Xfinity should be able to offer services beginning in late December.	
4. Correspondence	a. None	
5. Approval of Board Minutes	a. Minutes of the 10/10/2024 Executive Board meeting were presented for approval.	a. On a MOTION by - Greg Dexter, SECONDED by Karen Pontrelli to accept Minutes of Executive Board meeting 10/10/2024 Vote: Passed
6. Treasurer's Report	Treasurer's report was presented by Karen Pontrelli Total Income (October): \$28954 Total Expenses (Sept): \$25026 Difference: \$3928 Total Reserves through Oct: \$263277 Business Checking Balance through Oct: \$24686	
7. Repairs and	a. 80 MB work was completed by Girls and Tools and	

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Maintenance Summary	<p>should be paid</p> <p>b. Window at 4 Owls Nest is complete</p> <p>c. Approving cost of repairs</p> <p>d. 24 Mockingbird</p> <p>e. 70 Mockingbird</p>	<p>c. On a MOTION by Karen Pontrelli, SECONDED by Greg Dexter to allow one board member to approve a repair up to \$250</p> <p>Vote: Approved</p> <p>d. On a MOTION by Karen Pontrelli, SECONDED by Joe Clune to have Glenn Grover perform repairs at 24 Mockingbird for the quoted price of \$380</p> <p>Vote: Approved</p> <p>e. On a MOTION by Karen Pontrelli SECONDED by Joe Clune to have the stained ceiling area at 70 Mockingbird painted</p> <p>Vote: Approved</p>
8. Waivers	a. None	
9. Committee Reports	a. Social Activities Committee report was presented by Greg Dexter, Liaison see p. 7	
	b. Uniform Fee Committee report was presented by Karen Pontrelli, Liaison	

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	<p>Results:</p> <ul style="list-style-type: none"> • 89 homeowners voted • 2 envelopes were not picked-up • 1 did not vote • A total of 90% voted • 70% voted in favor of a Uniform Fee <p>c. Volunteer Committee - Jim Costa reported that the list has not changed. One upcoming task that the committee will take on is putting in the snow stakes in the ground within the next couple of weeks.</p>	<p>f. On a MOTION by Karen Pontrelli SECONDED by Joe Clune to accept the vote results of the Uniform Fee ballots</p> <p>Vote: Approved</p>
10. Old Business	<p>a. Handyman update - The board interviewed Glenn Grover of Innovative Kitchen and Bath to employ him on a per job basis for repairs around the neighborhood. Glenn provided insurance certificate.</p> <p>b. Maintenance Standards update</p> <p>c. Resuming Reserve Committee in 2025</p>	<p>b. On a MOTION by Greg Dexter SECONDED by Karen Pontrelli to accept the Maintenance Standards as read</p> <p>After discussion, motion was AMENDED by Greg Dexter SECONDED by Karen Pontrelli to revise the beginning paragraph and revisit at December meeting</p> <p>Vote: Approved</p> <p>c. On a MOTION by</p>

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	<p>d. 11 & 12 Snowbird driveway replacement bid</p> <p>e. Removal of Privacy panels 13 Oriole update - Panels have been removed and the work looks great</p> <p>f. Lawn Restoration update including discussion of home owner comments</p> <p>g. Corporate Transparency Act</p> <p>Nancy Daley expressed personal concern over having her personal information entered into the government Financial Crimes Enforcement Network database without having a full understanding of the financial systems and financial documents of the Association. No action was taken and Corporate Transparency Act action will be revisited at the 12/12/24 Executive Board meeting</p>	<p>Karen Pontrelli SECONDED by Joe Clune to reconvene the Reserve Committee in January of 2025 Vote: Approved</p> <p>d. On a MOTION by Joe Clune SECONDED by Greg Dexter to Table this item Vote: Approved</p>
11. Unfinished Business	None	
12. New Business	<p>a. Maintenance for</p> <p>i. Community Center Mitsubishi and boiler/hot water</p>	<p>i. On a MOTION by Joe Clune, SECONDED by Karen Pontrelli to obtain 3 quotes for the</p>

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	<p>ii. Fire hydrants – these are serviced by the fire department</p> <p>iii. Catch/drain basins</p> <p>b. Insurance (for legal clarification)</p> <p>c. Date for Budget Planning workshop was set for December 5 at 6:00PM</p> <p>d. Cary Marcoux request to use Community Center</p>	<p>cleaning of the Community Center Mitsubishi units and boiler</p> <p>Vote: Approved</p> <p>iii. On a MOTION by Joe Clune SECONDED by Greg Dexter to get quotes to clean the storm drains, place cost in budget with work to be completed in 2025</p> <p>Vote: Approved</p> <p>b. On a MOTION by Joe Clune SECONDED by Greg Dexter to table this item</p> <p>Vote: Approved</p> <p>d. On a MOTION by Joe Clune SECONDED by Karen Pontrelli to allow Cary Marcoux the use of the Community Center to distribute pies to community members</p> <p>Vote: Approved</p>

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c. Next Meeting	Executive Board December 12, 2024 at 11AM	
d. Community Member Input	<p>Individual community members asked or stated:</p> <ul style="list-style-type: none"> • Is there a master list of R&M events; are maintenance items listed in rotation • \$250 may need to be increased to do a repair without board approval • Some money should be returned to American Legion • Uniform Fee ballot should have been secret • M&R line item has next to nothing being used; why aren't funds being used • Be cautious about the word "insurance" being used in Maintenance Standards • An audit is a good idea since there is no evidence of one being done. • Need response to emails regarding ongoing requests 	
e. Adjourn	At 12:35PM	<p>On a MOTION by Joe Clune to adjourn, SECONDED by Greg Dexter</p> <p>Vote: Approved</p>

Briarwood Falls Association

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Briarwood Falls Condo Association
Executive Board Meeting
Social Activities Committee Report

Good morning,

The Social Activities committee continues to plan and provide our community with activities. Updates and times for all activities and events continue to be e-mailed each week to the community by Pam Provost.

The book club is meeting on November 21st at 2:00PM. This month's book is "Eleanor Oliphant is Completely Fine". Please note the meeting day has been changed from a Friday to a Thursday.

Our annual Veterans Day observance was held November 11th, at 9:00AM, with the American Legion conducting a ceremony at our community flagpole. We had great attendance, with all enjoying coffee and donuts after. Many thanks to Ivy and Don Blanchette for donating the refreshments!

Another Sip n' Paint event is planned for November 21st. December 8th will be our community Holiday Brunch. Those wishing to help decorate for the brunch will meet December 2nd at 2PM. The brunch will be catered, with the cost per person set at \$ 20.00. There is a lock box in the community center labeled "Holiday Party \$" for payment. Please sign up in the community center or let Dianne Clune know if you are attending. As in previous years, we are requesting that baskets be donated for a fund-raising raffle. More details will ne forthcoming.

February 4th to the 18th will be our annual TEEG collection, and February 21st is targeted for our Winter Doldrums Party. More details to come.

American Legion Post 21 held their third monthly meeting here at Briarwood on November 13th. Four of our community Veterans attended. Four members of the Briarwood Executive Board who were in attendance were recognized by Legion Commander Bob Kelly. The commander presented the association with a donation of \$500.00, in appreciation of Briarwood allowing the Legion to meet here in our community center. Meetings are held the second Wednesday of each month, starting at 7:00 PM, and are scheduled through May of each year. A schedule is posted on our community center bulletin board. All veterans here at Briarwood are encouraged to attend.

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

Respectfully submitted,

Greg Dexter
Executive Board Liaison, Social Activities Committee