

Briarwood Falls Association
 Special Executive Board Meeting
 April 28, 2026, at 4:30 PM
 Meeting Minutes
 Approved

Chair: Joe Geiger, President

Minutes Submitted by: Kathy Kazarian

Members Present: Joe Geiger, President, Karen Pontrelli, Vice President, Jeff Marshall, Treasurer/Director, Kathy Kazarian, Secretary/Director, Linda Worchel, Director, Ed Robinson, Director

Members Absent: None

Community Members Attending: # Units represented in person -0
Units represented on Zoom – No Zoom

Topics	Discussion	Action
1. Call to order Special Session	Meeting called to order at 4:38 AM	
2. Repairs and Maintenance	<p>Joe G explained that this special meeting was called to discuss and approve some R&M work to avoid potential cost increases by acting on contractor quotes before their expiration at end of April.</p> <p>Landscape -</p> <ul style="list-style-type: none"> • Owls Nest Roadway Edge - fill wash out sink hole with riff-raff rock. Myles > \$300 • 13 Oriole, 12 Mockingbird and back edge of road on Starling – groom soil to prepare and reseed lawn area where trees were removed. Myles > \$1040 • 13 Oriole – remove bushes at front door side of unit Myles > 7 bushes at \$25/bush > \$175. Landscape Committee to suggest type of plants/shrubs to put back in. <p>Unit Repairs –</p> <ul style="list-style-type: none"> • 1 Owls Nest – fix water leakage at 3 Basement cracks using pressure injection sealing technique. New England Foundation Crack Repair Co. > \$1,850 Brilliant Basement Waterproofing Co. > \$3,300 • 3 Owls Nest – repair rotted trim on RH side of garage back door Glenn Grover > \$ 325 	<p>On a MOTION by Karen Pontrelli SECONDED by Linda Worchel to approve Owls Nest sink hole repair \$300 & lawn repairs to tree removal areas \$1040 Full Myles Grounds, LLC Vote: All Approved</p> <p>On a MOTION by Karen Pontrelli SECONDED by Ed Robinson to approve removing 13 Oriole shrubs \$175 Fully Myles Grounds, LLC Vote: All Approved</p> <p>On a MOTION by Jeff Marshall SECONDED by Ed Robinson to approve 1 Owls Nest basement crack repairs \$1850 NE Foundation Vote: All Approved, K. Kazarian Abstained</p>

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	<ul style="list-style-type: none"> • 3 Starling – Replace 2 blown off fascia trim pieces at front of unit. Glenn Grover. > \$375 labor. <p>We bought roll of aluminum flashing \$360 to make 1 fascia panel. Keep remaining roll in shed for future fascia and trim repairs.</p> <ul style="list-style-type: none"> • 5 Mockingbird – complete work started end 2025 fixing water ingress problem from window and siding above garage roof Glenn to complete repairs started end of 2025 > \$750 <p>Replacement Project – Reserve expense</p> <ul style="list-style-type: none"> • 6 Roof Replacements – Guaranteed Roofing submitted best quote; > \$74,304 (\$170/roof more than 2025 cost) NBR > \$102,200 	<p>On a MOTION by Linda Worchel SECONDED by Kathy Kazarian to approve repairs 3 Owls Nest, 3 Starling, 5 Mockingbird, Glenn Grover \$1810 Vote: All Approved</p> <p>On a MOTION by Jeff Marshall SECONDED by Linda Worchel to approve 6 roof replacements to Guaranteed Roofing \$74,304 Vote: All Approved</p>
3. Waivers	<ul style="list-style-type: none"> a. 5 Grouse Ct. –change existing flower bed b. 4 Owls Nest Ct. – remove arborvitae replace w/similar c. 4 Mockingbird – Sealcoat driveway d. 3 Mockingbird – Sealcoat driveway 	Vote: All approved
16. Adjourn	Meeting adjourned at 5:42	On a MOTION by Jeff Marshall SECONDED by Karen Pontrelli to adjourn