

Briarwood Falls Association
Executive Board Meeting
January 9, 2025 11:00 AM
Meeting Minutes
Approved

Chair: Joe Geiger, President

Minutes Submitted by: Kathy Kazarian

Members Present: Joe Geiger, President, Karen Pontrelli, Director/Treasurer, Joe Clune, Director, Kathy Kazarian, Director/Secretary, Barbara LeFevre, Director, Don Greene, Director

Members Absent: Greg Dexter, Director

Community Members Attending: # Units represented in person - 8
 # Units represented on Zoom – 9

Topics	Discussion	Action
1. Call to order	Meeting Called to order at 11:02 AM	
2. Approval of or additions to the agenda	Addition of 11/14/24 Executive Board Meeting minutes for approval. Also, minutes for 12/12/2024, 12/20/24 and 12/23/24	
3. Community Member input	None	
4. Correspondence	None cited	
5. Approval of Board Minutes	Minutes were presented for approval a. 11/14/2024 Executive Board Mtg Minutes b. 12/12/2024 Executive Board Mtg Minutes c. 12/20/2024 Special Election Mtg d. 12/23/2024 Special Budget Meeting	On a MOTION by Joe Clune SECONDED by Barbara Lefevre to approve all the minutes presented Vote: Passed
6. Treasurer's Report	Karen Pontrelli presented the financial statement for December 2024 Total Income: \$28,054 Total Expenses: \$23,890 Difference was: \$4164 Total Reserves: \$ 273,216 Business Checking Acct Balance: \$26,211	

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<p>7. Repairs and Maintenance Summary</p>	<p>a. Joe Clune, Director, gave a summary of repairs and maintenance tasks. He will be working on a list of windows that have been submitted for repair/replace in the Spring and currently has a list of screens needing repair.</p> <p>b. An estimate was received from Innovative Kitchen & Bath for ceilings to be repaired at 68-70 Mockingbird for a total of \$1200. \$600 per ceiling.</p>	<p>On a MOTION by Karen Pontrelli SECONDED by Kathy Kazarian to Accept the estimate for 68-70 MB. Vote: Passed</p>
<p>8. Waivers</p>	<p>a. 4 Starling – Repair electrical supply for outside access lights.</p> <p>b. 78 Mockingbird – upgrade deck railing system.</p>	<p>On a MOTION by Joe Geiger SECONDED by Joe Clune to approve both waivers. Vote: Passed</p>
<p>9. Committee Reports</p>	<p>a. Social Activities Committee – Joe Geiger read a summary of the social activities report in Greg Dexter's absence (report attached). The next Social Activities Committee Meeting is on January 20, 2025, at 6:00 PM</p> <p>b. 2025 Reserve Committee – Steve Rizk, Chair, Joe Geiger, Joe Kazarian, Karen Pontrelli, Liaison</p> <p>Steve Rizk, Chair, provided a presentation outlining what the committee hopes to achieve with the 2025 reserve study. They will be providing a long-term estimate of reserve funds needed to replace common or limited common elements in our community.</p>	

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10. Old Business	<ul style="list-style-type: none"> a. Corporate Transparency Act – Karen stated that the decision on whether or not Condo and HOA Associations need to file has not been made. She continues to monitor actions for an update on the decision. b. Master Insurance Policy – Karen stated the quotes for renewing the policy have been submitted. The best price our agent presented is again from Vermont Mutual. The complete policy cost for 2025 is \$65,849. The policy goes into effect on January 25th. Info on policy will be sent out to the community. Also, the deductible will be increased from \$5,000 to \$10,000. c. 80 MB water leak issue hope to resolve in the Spring d. Center's Mitsubishi ACs and Heater/Boiler. This equipment is due to be serviced and we will request bids. e. 11 & 12 Snowbird driveway replacement bid. Only one has been received from Pioneer but it is now out of date. We will rebid to get work done in spring. f. Maintenance standards will be reviewed by new committee members and voted on at the next meeting to send out standards to owners. 	
11. Unfinished Business	Covered above.	
12. New Business	<ul style="list-style-type: none"> a. Nancy Daley's resignation was effective in December. Following the election on December 20th, we are now moving forward with a full, 7-member, board. b. Storm drains cleanout work -have received 3 quotes. It will be a 2-day operation to clean out 29 basins with a vacuum truck. The best rate from Truax Corp. including disposal, is \$5520. Joe requested a motion to approve the contract with Truax 	<p>On a MOTION by Karen Pontrelli, SECONDED by Barbara Lefevre to approve a contract with Truax to clean stormwater basins. Vote: Passed</p>

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13. Election of Board Officers	<p>Election of new board directors to fill vacant officer positions:</p> <p>Joe Geiger, President</p> <p>Kathy Kazarian, Secretary</p> <p>Barbara Lefevre, Director</p> <p>Don Greene, Director</p>	<p>On a MOTION by Karen Pontrelli SECONDED by Barbara Lefevre to nominate Joe Geiger for President</p> <p>On a MOTION by Joe Clune SECONDED by Karen Pontrelli to nominate Kathy Kazarian for Secretary</p> <p>On a MOTION by Karen Pontrelli SECONDED by Joe Geiger to nominate Directors Don Greene and Barbara Lefevre</p> <p>Vote: Passed</p>
14. Next Meeting	<p>a. Time changes of Executive Board Meeting from 11:00 AM to 10:00 AM going forward.</p> <p>b. Next Executive Board Meeting February 13, 2025 at 10:00 AM</p> <p>c. Quarterly Community Meeting January 23, 2025, at 6:30 PM.</p>	<p>On a MOTION by Joe Geiger SECONDED by Kathy Kazarian to approve meeting time change</p> <p>Vote: Passed</p>
15. Community Member Input	<p>a. Concerns were expressed about gas boiler servicing and residents are looking for alternative contacts to do this work</p> <p>b. In response to Xfinity installation Joe Geiger stated that Xfinity install is all done, they will close up work in the spring, to include regrading and seeding grass areas. Sales reps are currently in the neighborhood.</p> <p>c. Ron Sabatos commented about statements in the Declaration, specifically Section 19.2 and Section 6.3, that seem to be in conflict relative to the responsibility for the cost to repair limited common elements and asked the Board to look into this.</p>	

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16. Executive Session	Board went into a closed executive session at 12:10 Return to open session at 12:57	On a MOTION by Barbara Lefevre SECONDED by Kathy Kazarian to return to Open Session Vote: Passed
17. Adjourn	Meeting adjourned at 12:58 PM	On a MOTION by Joe Geiger, SECONDED by Barbara Lefevre to adjourn Vote: Passed