

Briarwood Falls Association
Executive Board Meeting Minutes
May 11, 2023 10:00 AM
(Approved June 8, 2023)

6) Repairs and Maintenance	<ul style="list-style-type: none">• Bill provided M&R Report of work items completed and added since last report in April. Details are in the M&R Tracking Report attached to minutes.• Repair and Stain Decks at #9 and #12 Oriole. Contractor's quote for both decks \$1225. Bill made the motion to approve work to stain the two decks. Joe 2nd motion Vote: Yes – Bill, Greg, Joe & Pat; No – Dave Motion approved.• Pat proposed that we proceed to power wash more units that need it. There is a list of units already and it will be prioritized again to fit in a couple of units that owners recently submitted request to have theirs washed. The prioritized list will be presented at June Board meeting Joe made motion to prepare new list of units to be washed and to manage the work as it can be fit into the R&M budget expenses. Greg 2nd motion. All approved.• A proposal was made that we send notice out to the community that the Association's pressure washer is available to any Unit owner who wanted to use it to wash part or all of their own unit. Joe will send out notice.• There was also discussion about possibly having the Association provide deck stain to any unit owner who would prefer to stain his own deck rather than wait for the Association to get to it. However, it was agreed that that the Board needs to review this stain proposal in more detail and consider other deck repairs that could be needed, particularly on older decks, before proceeding with a new policy on staining decks.
7) Waivers	<ul style="list-style-type: none">• Bill reviewed and approved the following waivers:<ul style="list-style-type: none">➤ 2 Starling – add stone block patio of deck➤ 28 MB - aerate lawn➤ 68 MB - add garden space in three areas➤ 9 Grouse - stain existing deck• Pat expressed her concern about waiver approvals. After some discussion on this, it was suggested that the Board should again take responsibility to approve all waivers. Bill made a motion that from now on all waivers are to be reviewed and approved by board vote. Dave 2nd motion All approved

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8) AED Defibrillator Purchase	<ul style="list-style-type: none">• The Board will move on purchase of the ZOLL AED Defibrillator for the Community Center at discount price available through one of our Unit owners. Unit include AED with a wall cabinet. Cost will be approximately \$920 with taxes. Owner is offering to make the payment on the unit until it is delivered then to be reimbursed by the Association. Dave made the motion to purchase the Defibrillator under lien with unit owner. Bill 2nd motion. All approved
9) Committee Reports	<ul style="list-style-type: none">• Greg presented summary of events offered by Social Activities Committee during April and May:<ul style="list-style-type: none">➢ All planned and scheduled activities are doing fine. Games Night, Recipe Swap, Chair Yoga, Line Dancing, Pool & Shuffleboard, Cards & Games Activities, Book Club and Garden Club have all been very successful➢ The Spring Fling, which was well attended, was a huge success. The gift baskets and crafts prepared by many community members were a hit with all at the event.➢ The Garden Club conducted a meeting May 10th with guest speaker Jean Vose, a Master Gardener. The topic was “Continuous Color in Your Garden” Sixteen people were in attendance, with good discussions and refreshments after the presentation.➢ A Plant Swap event is scheduled for May 18th.➢ The Book Club is enjoying meaningful discussions on monthly selections. “Summer Island” is this month’s choice.➢ Upcoming events include outdoor games and movie night.➢ Diane Clune, the Social Activities Committee chair is doing a great job. Pam Provost is handling the weekly e-mail communications for the committee. Both of these people are to be recognized for the outstanding extra efforts they make to the development of Social Activities in our Briarwood Falls community• Bill suggested that we consider setting up a pickle ball court in parking area behind the community center. Pat O’Rourke offered comments relative to her experience with pickle ball at her condo in Florida and highlighted issues that the Board should take into consideration including intrusion of privacy for neighbors adjacent to the court area and the availability of lower noise equipment. Bill and Dave will get measurements for PB court to see how it would fit the area and also see what equipment would be recommended for effective use of the area for the game.

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10) Old Business	<ul style="list-style-type: none"> • None
11) New Business	<ul style="list-style-type: none"> • The display of US flags on front porch banister at 19 Mockingbird was addressed. There have been some complaints from owners about this display. It is not in compliance with requirements of our Declaration and Rules and Regulations relative to decorations allowed on front of units. Also, the flags are worn and not lighted at night. Pat will ask the owner to remove the flag display.
12) Next board Meeting	<ul style="list-style-type: none"> • Exec Board Meeting, June 8, 2023 at 10 AM
13) Community Member Input	<ul style="list-style-type: none"> • Pat O'Rourke cautioned that we consider providing some training for using the defibrillator. The Board advised that this would be done. • Pat also asked regarding an owner staining deck, would it be not be appropriate for an owner to just ask for permission to stain rather than get a waiver? This would address the concern that the waiver implies owner now has the responsibility to forever stain the deck. Board will look into using a permission basis for staining and seal coating driveways. • Nancy Daley spoke to clarify that her request to have her privacy arborvitaes trimmed meant that the tops needed to be cut back so that the shrubs would fill out better. • Ron Sabatos spoke in reference to Pat O'Rourke's comment about requiring permission vs waiver, indicating the same consideration could be given to seal coating driveways. He also expressed his opinion that the maintenance responsibilities of the Association should include seal coating driveways to help extend their service life. The Board advised that the Association's maintenance policy does not include seal coating driveways due to costs. • Chris Norman made other comments relative to the discussion about deck staining and driveway sealing. • Ralph Mastrangelo asked if the Town Building Dept required an owner to show Association approval for a project to be built on common ground before issuing a Building Permit. Board did not have a definitive answer but will follow up and ask the Town officials about their permit policy.
14) Adjourn	<p>Pat called for motion to adjourn meeting. Joe made motion to adjourn. Greg 2nd motion. All approved. – Meeting was adjourned at 11:52 AM</p>

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MASTER Maintenance / Repairs list

<u>Address</u>	<u>Unit</u>	<u>Maintenance / Request</u>	<u>Date Requested</u>	<u>Status</u>	<u>Date completed</u>	<u>Category</u>
80 Mockingbird	EAGLE	leak around her cellar french doors		Had another contractor look at this issue, he wants to start from scratch using a hose. We need to wait till spring to proceed.		DOOR BACK
8 oriole	RANCH	hole in rip rap wall	5/26/2022	need to add fill to a small sink hole on top of wall		LANDSCAPE
13 oriole	RANCH	deck needs repairs and restained	5/30/2022	discussion required...privacy panels installed are causing some of the issues.		DECK
19 mockingbird	EAGLE	water in basement door	8/29/2022	I need to add hydraulic concrete under basement door threshold		BASEMENT
5 starling	RANCH	bumps in driveway	9/18/2022	will re look at issues in spring when we can use cold patch again		DRIVEWAY
14 snowbird	RANCH	light on back of garage	9/18/2022			MISELLANIOUS
14 Oriole	RANCH	replace outside lighting	10/24/2022			MISELLANIOUS
6 grouse	EAGLE	guide pins on windows broken	11/2/2022	slocomb windows to be sending me new window pins		WINDOW UNIT
1 snowbird	RANCH	outside spigot not working	12/4/2022	will address in spring		OUTSIDE FAUCET
mailboxes		water puddling on back side of mailboxes	1/4/2023	will review in spring		
18 mockingbird		shutter came off shed	2/3/2023	found shutter in woods...it is damaged, will need replacement in spring		SIDING VINYL
8 oriole	EAGLE	found mold on trusses in attic	3/3/2023	Resident called Dave O...	5/5/2023	
11 mockingbird	RANCH	motion light not working	4/11/2023			MISELLANIOUS
7 snowbird	RANCH	request to remove alberta spruce	4/4/2023	to Ron B.		LANDSCAPE
65 Mockingbird	EAGLE	reset patio blocks that have sunk	3/15/2023	Gave to Dave O	5/10/2023	PATIO
3 oriole	RANCH	sunroom window seal failure	5/1/2023			WINDOW UNIT
10skylark	EAGLE	window is stuck	4/14/2023	waiting for Slocomb contractor		WINDOW UNIT
3 snowbird	EAGLE	sinkhole in driveway at garage	4/21/2023			DRIVEWAY
8 snowbird	RANCH	outside spigot not working	4/25/2023			MISELLANIOUS
2 starling	EAGLE	tree, on edge of woods, fell into woods leaving hole	4/25/2023			LANDSCAPE
12 snowbird	RANCH	siding fell off sunroom and gutter loose on side of unit	4/28/2023	Dave O	5/5/2023	SIDING TRIM
19 mockingbird	EAGLE	loose piece of siding	4/28/2023			SIDING TRIM
5 grouse	EAGLE	screen repair	5/9/2023			WINDOW UNIT
5 grouse	EAGLE	trim arborvitae	5/9/2023			LANDSCAPE
6 oriole	RANCH	slider window seal failure	5/9/2023	owners will contact us when they return in June		WINDOW UNIT
1 mockingbird	RANCH	garage trim loose	5/9/2023			SIDING TRIM
11 snowbird	RANCH	gutter loose side of unit	5/9/2023			GUTTER & DOWNSPOUTS
6 Grouse	EAGLE	powerwash	10/14/2022	to Myles	5/10/2023	POWER WASH UNIT
11 snowbird	RANCH	powerwash	12/19/2022	to Myles	5/10/2023	POWER WASH UNIT
2 starling	EAGLE	powerwash		to Myles	5/10/2023	POWER WASH UNIT
4 starling	RANCH	powerwash		to Myles	5/10/2023	POWER WASH UNIT
1 mockingbird	RANCH	powerwash		to Myles	5/10/2023	POWER WASH UNIT
5 snowbird	RANCH	powerwash		to Myles	5/10/2023	POWER WASH UNIT
6 snowbird	RANCH	powerwash		to Myles	5/10/2023	POWER WASH UNIT
7 snowbird	RANCH	powerwash		to Myles	5/10/2023	POWER WASH UNIT
8 snowbird	RANCH	powerwash		to Myles	5/10/2023	POWER WASH UNIT
12 snowbird	RANCH	powerwash		to Myles	5/10/2023	POWER WASH UNIT
9 oriole	RANCH	powerwash deck		to Myles	5/10/2023	POWER WASH UNIT
12oriole	RANCH	powerwash deck		to Myles	5/10/2023	POWER WASH UNIT
72 mockingbird	EAGLE	powerwash	10/6/2022			POWER WASH UNIT
7 grouse	EAGLE	powerwash	4/19/2023			POWER WASH UNIT
74 mockingbird	CARDINAL	powerwash	4/30/2023			POWER WASH UNIT
6 skylark	CARDINAL	powerwash	4/30/2023			POWER WASH UNIT