Briarwood Falls Condo Association Minutes for Quarterly Community Meeting July 28, 2022 at 6:30 PM

(Approved October 27, 2022

Chair: Pat Perna Minutes Submitted by: Joe Geiger / Secretary

Board Members

Pat Perna - VP, Karen Pontrelli - Treasurer/Director,

Present: Bill Cucchi, Director/Maintenance (via zoom), Don Desrosiers, Director,

Greg Dexter, Director, Joe Geiger, Director/Secretary, and John Pacheco, Director,

Guests: Forty-one Community Members were in attendance at meeting

Fifteen Community Members joined on Zoom

Board Members

Chris Burke, President

| Absent: | |
|---------|--|
| Absent. | |

| TOPICS | DISCUSSION | |
|--|---|--|
| 1) Call to Order | Pat called meeting to order at 6:30 PM. | |
| 2) Introduction New Community Members | Pat introduced our new Community Members since last Community Meeting: Anita Beaudoin & daughter Joan Blymiller – 17 Oriole Don & Ivy Blanchette – 1 Snowbird Brad 7 Shirley Gerrish – 5 Starling Dick & Betty Benoit – 3 Owls Nest David and Lorraine Gregoire - 13 Snowbird | |
| 3) New Board Members | Pat introduced our new Board members Don Desrosiers, Greg Dexter and incumbent Board Member Karen Pontrelli. On behalf of the Board Pat thanked Chris Burke, whose term has finished, for his services as Board President over the last 2 years. | |
| 4) Approval of Board Meeting Minutes | Minutes of April 21, 2022 Community Meeting John made motion to approve the minutes Karen 2 nd motion All approved | |
| 5) Hale YMCA Presentation | Cindy Nowlan, Health & Wellness Coordinator at the Hale YMCA, Putnam explained the many programs that the Y provided for seniors for and encouraged our community members to partake in the activities to improve their health and fitness. She discussed the alternative plans that seniors could use to fully or partially cover the fees. Cindy left flyers with more information about the activities the Y offers. | |

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| 6) Treasurer's Report | Karen presented the financial statement for the Year-to-date January - June 2022: Total Income to date: \$157,650 Total Expenses to date: \$151,745 The YTD difference of income vs. expenses \$5905 Total Reserves at the end of quarter: \$178,097 |
|--|--|
| 7) Repairs and Maintenance | Bill presented a summary of Maintenance and Repairs completed to end of June. The Summary list is attached. |
| 8) Community Center Tuck-In | Joe asked for volunteers to join our Community Center Tuck-In Committee. The primary responsibility members have is to come into Community Center after 6 PM to be sure doors are locked, windows are closed, 4 wall mounted AC units are off and three heat thermostats are at minimum setting. You are not required to do any cleaning but if you see somethings that needs attention just notify the Board by E-Mail. You would be on a rotation schedule for a 7-day coverage, Monday to Sunday nights. You could arrange get a stand-in from another committee member as needed. We now have 7 committee members and more volunteers will spread out the rotation schedule. You are encouraged to join our committee. |
| 9) Special Directors Board Meeting | Pat set Saturday, July 30, 2022 for the Special Executive Board Meeting to elect officers and assign their responsibilities. This is an open meeting for all Community members. |
| 10)Common Condo Fee Presentation | Ron Sabatos made a presentation to share information about a common fee for our condo assessment. He discussed how this would more equitably share the expenses for the Association relative to our current assessment based on Unit square feet. Ron expressed that this Condo fee issue is critical to how our Association funds its expenses in the future. He encouraged the Board to get the message in his presentation out to the Community and to make it an Agenda Item for discussion on if and how to present it to the community for a decision. His presentation was well received and generated several questions and comments. |
| 11)Old Business | • None |

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| 12) New Business | Pat gave an update on the Community Picnic to be held Saturday, September 10th 12 Noon – 5 PM. The Committee will provide burgers & dogs, buns. On the Community Center bulletin board there is a sign-up sheet for what you can bring. Community members should check this list and check off or list what you will bring. The Check list is to avoid too many people bringing the same thing. |
|-------------------------------|--|
| 13) Next board Meeting | Community Meeting, October 27, 2022 at 6:30 PM |
| 14) Community Member Input | • None |
| 15) Adjourn | Pat called for the meeting to be adjourned. John Pacheco made the motion to adjourn Art Ricky 2 nd motion All Approved Meeting adjourned at 7:51 PM |

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| July 22 Quarterly Meeting | | | | | |
|---|------------|---------|--|--|--|
| Completed M & R Summary Jan - June 2022 | | | | | |
| window seal failure | 16 | | | | |
| gutter leaking | 2 | | | | |
| paint garage door | 5 | | | | |
| French drain clog | 1 | | | | |
| loose roof shingles | 3 | | | | |
| hole in basement window screen | 1 | | | | |
| siding | 2 | | | | |
| repair downspout | 4 | | | | |
| painting door trim | 45 | ongoing | | | |
| replace garage door trim | 1 | | | | |
| re set large stone in wall | 1 | | | | |
| re attach siding | 3 | | | | |
| readjust windows in sunroom | 1 | | | | |
| roof vent boot | 1 | | | | |
| garage door light repair | 2 | | | | |
| clean drains | 5 | | | | |
| insulation under sunroom falling down | 1 | | | | |
| clean and seal deck | 1 | | | | |
| remove dead Alberta spruce | 1 | | | | |
| repair hole in sidewalk | 1 | | | | |
| repair hole near catch basin | 1 | | | | |
| replace damaged exterior lights | 3 | | | | |
| patch driveway | 6 | | | | |
| replace driveway | 5 | | | | |
| repair and/or resurface driveway | 5 | | | | |
| crack seal all needed driveways | 3500+ ft | | | | |
| crack seal all roadways | 4500+ ft | | | | |
| repair roadway at bridge approach | both sides | | | | |