

Westborough Village Condominium Trust

Date: 24 October 2024

Board of Trustees: Meghna Baid, Venugopala Dodda, Kenya Santos, Nikhil Thakoor

Brigs LLC: Michael Grover, Ed Sellers, John Donahue

DISCUSSION	ACTION/DECISION
Meeting Minutes	<ul style="list-style-type: none">• Michael Grover presented the WBV Annual Meeting presentation. Key highlights as below<ul style="list-style-type: none">○ Replaced 10 Fire Panels as required by the Town of Westborough○ Repaired several streetlights on property○ Had Custom Fire inspect and repair/replace sprinkler pipes○ Continental Pool continues to manage the pool. They were hired for another year in 2025○ Repairing many doghouses on property○ Enforcing the rules and regulations at the clubhouse○ Had many roofs repaired and pipe boots replaced due to leaks○ Repaired several common area A/C units and sconces in the garden style buildings○ Finish transitioning WBV to John's oversight from Ed.○ Continue to allow Rosado to perform the standard services and repairs via the Management Company.○ Continue to service requests/work orders as they come in with approved contractors and budgeting guidelines from the Board.○ Continue to drive homeowner use of the new Vantaca Web based web portal, for better and more efficient engagement with the management company.○ Perform extensive Operating Budget review to ensure that the proper funding is in place for the operations and service levels of the community.○ Identify units in need of painting of all wood trim and power washing the siding.○ Continue to upgrade the fire alarm panels per the Town of Westborough.○ Create committees for the property.• Michael G announced the transition of Ed to John, also known as Jack, as the new property manager for WBV.• BRIGS presented a nomination for the vacant board position, noting that only one nomination was received from a resident at 11 Corning Fairbanks.• Due to insufficient attendance to meet the quorum requirements, it was communicated by Michael G to the residents that the selection for the vacant board position would be decided by the active Board of Trustees (BOT) at a later date. The final decision will be announced by BRIGS once determined.
Financial Statements	N/A
Accounts Receivable	N/A
Old Business	N/A
	Owners Session