

**Briarwood Falls Condo Association
Executive Board Special Meeting Minutes
April 29, 2021 10:00 AM**

Chair: Chris Burke

Minutes Submitted by: Karen Pontrelli

Members Present: Chris Burke, President, Pat Perna, VP, Karen Pontrelli, Treasurer, Bill Cucchi, Director, and John Pacheco, Director

Guests: Nancy Daley, Ron Sabatos, Ron White, and Walter Rosinski

Members Absent:

TOPICS	DISCUSSION	ACTION
1) Call to Order	<ul style="list-style-type: none"> Chris Burke called the meeting to order at 10:00 AM. 	
2) Community Member Input	<ul style="list-style-type: none"> Members of the newly formed Declaration Committee asked questions about what their duties would be. 	
3) Committee for Proposed Declaration	<ul style="list-style-type: none"> Chris explained the tasks of the committee volunteers – to produce a proposed amended declaration with only the Connecticut or Federal Statutes that are applicable to Briarwood Falls. Bill moved to approve the following members for the committee: Chris Newman, Ron Sabatos, Joe Geiger, Pat Perna, and John Pacheco (liaison for EB). John Pacheco seconded the motion. All were in favor. The committee will select a chair at their first meeting. John moved to determine a deadline of September 30, 2021 for the committee to complete the project. Bill seconded the motion. All were in favor. Karen moved to approve the committee to work with Chas at Pilicy & Ryan for a total of two hours (\$275/hr). In favor: Bill, Chris and Karen. Abstain: Pat and John. 	
4) Payment for Remediation; Special Assessment	<ul style="list-style-type: none"> Karen moved to suggest community members be given the option of three payments for the special assessment. The first payment will be due May 15, 2021. Bill seconded the motion. All were in favor. Karen moved to suggest that funds be withdrawn from the reserve fund to make payments for repairs. All monies will be returned to the reserve account as received from special assessment payments. John seconded the motion. All were in favor. 	
5) Next Board	<ul style="list-style-type: none"> Next Executive Board meeting will be May 13, 2021 at 10:00 AM. 	

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Meeting		
6) Community Member Input	<ul style="list-style-type: none"> • It would be helpful for the committee to have a copy of the document dated May 31, 2019 from Chas at Pilicy and Ryan. If someone has a copy, let the Board know. • Community members discussed further the responsibilities of the Declaration Committee. • Ron Sabatos discussed the financial impact of future expenses. 	
7) Executive Session	<ul style="list-style-type: none"> • Not necessary 	
8) Adjourn	<ul style="list-style-type: none"> • Chris asked for a motion to adjourn the meeting. Karen moved to adjourn. Bill seconded the motion. All were in favor. • Meeting adjourned at 11:36 AM. 	