

**Briarwood Falls Condo Association  
Executive Board Meeting Minutes  
June 10, 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:** Tom and Charlene Lapreay, Art Rickey, Cally Robinson, Rose Ogden, Walter Rosinski, Paulette Carli, Sue Furmanski, Deb Haraldson, Ron White, Ron Sabatos, Chris Norman, Lynn and Joe Geiger, Sue and Joe Steiner

**Members Absent:** None

TOPICS	DISCUSSION	ACTION
1) Call to Order	<ul style="list-style-type: none"> <li>• Chris called the meeting to order at 10:00 AM.</li> </ul>	
2) Additions to Agenda	<ul style="list-style-type: none"> <li>• 4 Oriole and FHA.</li> </ul>	
3) Community Member Input	<ul style="list-style-type: none"> <li>• Water and drainage issues were discussed.</li> </ul>	
4) Approval of Board Meeting Minutes	<ul style="list-style-type: none"> <li>• John moved to accept the March 24, 2021 minutes. Karen seconded the motion. The motion was adopted.</li> <li>• Bill moved to accept the May 13, 2021 minutes. John seconded the motion. The motion was adopted.</li> </ul>	
5) Repairs and Maintenance	<ul style="list-style-type: none"> <li>• Bill provided a Repairs and Maintenance update.               <ul style="list-style-type: none"> <li>○ Brilliant Basements completed the work on the five homes affected.</li> <li>○ Ron White has done miscellaneous work around the community.</li> <li>○ 70 front porch - Rick Hart gave an estimate of \$300 for two loose posts.</li> <li>○ 79 Mockingbird and 17 Oriole – mulched bank.</li> <li>○ Need outdoor faucets for four units.</li> <li>○ 1 Snowbird – the Board received a request to repave the driveway.</li> <li>○ Ron B. trimmed the shrubs near the mailbox.</li> <li>○ Several lawn areas need repair.</li> <li>○ 12 Mockingbird – leak - contractor will replace the boot on roof.</li> </ul> </li> <li>• Chris thanked Bill “for doing an excellent job.”</li> </ul>	Need a quote from Ron B. to add the common elements around 79 MB and 17 Oriole.

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<p><b>6) Committee Reports</b></p>	<ul style="list-style-type: none"> <li>a) Landscaping <ul style="list-style-type: none"> <li>○ 7 Grouse – request to add mulch behind the generator and ac unit, and around the patio.</li> <li>○ 22 Mockingbird – add a mulch bed.</li> </ul> <p>Both were approved.</p> </li> <li>b) Social Activities <ul style="list-style-type: none"> <li>○ Pat provided an update.</li> <li>○ The yard sale was a success.</li> <li>○ Bill will provide the plaque for outside the community center in memory of his wife, Nancy Cucchi.</li> <li>○ The committee will meet next week to plan outdoor events.</li> <li>○ Wi-Fi will be turned back on at the center.</li> <li>○ A future food drive to-be-scheduled.</li> </ul> </li> <li>c) Declaration <ul style="list-style-type: none"> <li>○ Joe Geiger stated the committee has reviewed both the current and amended Declaration.</li> <li>○ The committee proposed to produce an amended Declaration using the revised document that was submitted to the community but to remove the suggested changes for limited common elements.</li> <li>○ Will provide a report that shows how the changes might affect the reserve projection.</li> </ul> </li> </ul>	
<p><b>7) Treasurer's Report</b></p>	<ul style="list-style-type: none"> <li>● Karen provided the Treasurer's report. <ul style="list-style-type: none"> <li>○ Total income for the month of May = \$22,857</li> <li>○ Landscaping – we added an extra fertilization = \$11,821</li> <li>○ Community Center utilities = \$136</li> <li>○ Repairs and Maintenance = \$1,340</li> <li>○ Total expenses = \$21,959</li> <li>○ Difference between income vs. expenses = \$898 (surplus)</li> <li>○ The CD matured in May. Interest of \$839 added to the reserve account.</li> <li>○ Reserves total = \$150,407</li> <li>○ FHA – Bill moved in favor. Pat seconded the motion. After a discussion, Bill moved to table. John seconded the motion. Chris asked for a vote. The motion was adopted.</li> <li>○ Special Assessment – status of assessments discussed.</li> </ul> </li> </ul>	<p>Send report to the community.</p>

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8) Waivers	<ul style="list-style-type: none"> <li>• Bill announced that Ron White would be retiring at the end of summer. <ul style="list-style-type: none"> <li>○ Chris praised Ron for his service to Briarwood Falls.</li> </ul> </li> <li>• Two waivers were approved: <ul style="list-style-type: none"> <li>○ 7 Mockingbird - AC dual system</li> <li>○ 9 Oriole - two storm doors</li> </ul> </li> </ul>	Send notice to the community.
9) Discuss reopening the Community Center	<ul style="list-style-type: none"> <li>• Karen moved to open the community center. Bill seconded the motion.</li> <li>• Pat created a sign-in sheet for entering the community center.</li> <li>• Pat suggested a committee to safeguard the center and to keep it clean.</li> <li>• Chris asked for a vote. The motion was adopted.</li> </ul>	Send notice to the community.
10) Quarterly Community Meeting Agenda Items	<ul style="list-style-type: none"> <li>• Karen mentioned two homes were under contract: 12 Mockingbird and 14 Snowbird.</li> </ul>	Chris will introduce new homeowners.
11) Collection Policy	<ul style="list-style-type: none"> <li>• <b>Pat moved for the Executive Board to accept the Collection Policy. Karen seconded the motion. The motion was adopted.</b></li> </ul>	Send policy to the community; post to the website.
12) Requests to the Board	<ul style="list-style-type: none"> <li>• 4 Owls Nest – for reimbursement for work done in basement.</li> <li>• Pat moved to deny the request. Bill seconded the motion. After a discussion, Chris asked for a vote. In favor: Pat, Bill, Karen. Abstain: John. The motion carried.</li> <li>• 12 Mockingbird – for appeal of decision denying remediation for basement water.</li> <li>• Pat moved to deny the request. Bill seconded the motion. After a discussion, Chris asked for a vote. The motion was adopted.</li> <li>• 4 Oriole - Bill mentioned during the installation of an AC unit, the line that runs from the condenser to the unit was installed through the middle of the shutter.</li> </ul>	Bill will discuss with homeowner.
13) Director Nominations	<ul style="list-style-type: none"> <li>• Karen mentioned we had three openings and two applied: Joe Geiger and Bill Cucchi.</li> </ul>	Notice to-be-sent to the community.
14) Old Business	<ul style="list-style-type: none"> <li>• Pat moved to rescind her motion on March 11, 2021 which was <i>“pass everything in the Declaration that requires state or federal statutes and not to keep any other changes.”</i> Bill seconded the motion. In favor: Bill, Pat, and John. Not in favor: Karen. The motion passed.</li> </ul>	

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	<p>Bill withdrew his “second” to the aforementioned motion. Chris asked for a vote. The motion was unanimous and adopted.</p> <ul style="list-style-type: none"> <li>Pat moved to have the Declaration Committee deliver a version of the declaration document that was voted on by the community (September 2019) with any changes to unit owner responsibility removed. Pat further moved to have the committee deliver an updated reserve projection that reflects that amended document. Bill seconded the motion. Chris asked for a vote. The motion was unanimous and adopted.</li> </ul>	
<b>15) New Business</b>	<ul style="list-style-type: none"> <li>None</li> </ul>	
<b>16) Next Board Meeting</b>	<ul style="list-style-type: none"> <li>Executive Board meeting will be July 15, 2021 at 10:00 AM.</li> </ul>	
<b>17) Community Member Input</b>	<p>Comments/Responses:</p> <ul style="list-style-type: none"> <li>EB Meeting Minutes are posted on the website.</li> <li>If a unit is sold, waivers (for alterations, additions, and improvements) continue to be in effect.</li> <li>Ron Baribeau has not completed the cleanup of cut trees behind upper MB.</li> </ul>	
<b>18) Executive Session</b>	<ul style="list-style-type: none"> <li>Not necessary</li> </ul>	
<b>19) Adjourn</b>	<ul style="list-style-type: none"> <li>Chris asked for a motion to adjourn the meeting. Bill moved to adjourn. Karen seconded the motion. The motion was adopted.</li> <li>The meeting adjourned at 11:28 AM.</li> </ul>	