

**Briarwood Falls Condo Association
Executive Board Meeting Minutes
February 11, 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: Seven homes were represented.

Members Absent:

TOPICS	DISCUSSION	ACTION
1) Call to Order	<ul style="list-style-type: none"> • Chris B called the meeting to order at 10:00 AM. 	
2) Additions to Agenda	<ul style="list-style-type: none"> • There were none. 	
3) Community Member Input	<ul style="list-style-type: none"> • Deborah Haraldson mentioned that she had someone to inspect her kitchen and expected the situation to be resolved. 	
4) Approval of Board Meeting Minutes	<ul style="list-style-type: none"> • Pat P moved to approve the January 14 minutes with one amendment. Bill C seconded the motion. All were in favor. 	Revise the wording regarding the insurance claim.
5) Repairs and Maintenance	<ul style="list-style-type: none"> • Bill C provided an update to the items for Repairs and Maintenance. • A. 22 Mockingbird – water pooling behind unit. <ul style="list-style-type: none"> ○ Reported to E. Coelho - still under warranty. ○ 26 Mockingbird also has pooling of water behind the unit. ○ Chris B mentioned that a drainage pipe might be needed at some point. • B. Snow removal issues – no comments. • C. Icing at 69 Mockingbird <ul style="list-style-type: none"> ○ The driveway was salted. • D. Water in basement <ul style="list-style-type: none"> ○ CT Basement Systems will be here on Friday, 2/19, to look at water issues • E. 8 Oriole – discussed during Community Member Input. 	
6) Committee Reports	<ul style="list-style-type: none"> • A. Landscaping Committee <ul style="list-style-type: none"> ○ Nothing to report. • B. Social Activities Committee 	

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	<ul style="list-style-type: none"> ○ Pat P mentioned she has heard from several homeowners who would like the community center to reopen. The comments mentioned were to use the exercise room, library, and the shuffleboard, but not for large gatherings. ○ No motion was made to change the closed status of the community center. 	
7) Treasurer's Report	<ul style="list-style-type: none"> ● Karen P provided the Treasurer's report. <ul style="list-style-type: none"> ○ Total income for the month of January = \$23,089 ○ Insurance – 20% of the annual premium is required in January = \$9,375 ○ Repairs/Maintenance = \$3,986 ○ Total expenses for the month of January = \$31,083 ○ Difference between income and expenses = (\$7,994) ○ Reserves total = \$140,101 	
8) Waivers	<ul style="list-style-type: none"> ● A. Bill C received one waiver for 12 Skylark. Following are the items listed: <ul style="list-style-type: none"> ○ to add an irrigation system ○ add shrubs in front of the new porch ○ to add plantings on the side of the house ○ to redo the lawn with hydro seed ○ to plant a tree in the cul de sac between 12 and 14 Skylark <p>Karen P moved to approve the items listed on the waiver. Pat P seconded the motion. All were in favor.</p>	
9) Old Business	<ul style="list-style-type: none"> ● A. Discuss for possible action - seal coating and damage from snow removal Chris B offered two proposals: <ul style="list-style-type: none"> ○ 1.) To indicate on the waiver form that the homeowner is responsible for any damage done to the driveway regardless of the cause of damage. ○ 2.) The Board will no longer grant waivers to seal coat driveways. ● Chris B asked for a motion. John P moved to allow waivers for seal coating but to add language that indicates the homeowner is responsible for any damage to the seal coating regardless of cause. Bill C seconded the motion. All were in favor. ● B. Foundation Contractor(s) <ul style="list-style-type: none"> ○ A contractor will be here on Friday, 2/19, to look at the water issues. 	

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	<ul style="list-style-type: none"> • C. Legal Matters <ul style="list-style-type: none"> ○ The recent invoice from Pilicy & Ryan was resolved. It was sent in error, since the charge was covered under the agreement for amending the documents. ○ Pat P mentioned that since the Association's attorney is not on retainer, we are often charged for questions and issues that are run by him. 	
10) New Business	<ul style="list-style-type: none"> • A. Discuss Declaration and Schedule Workshop <ul style="list-style-type: none"> ○ Chris B suggested we set up a workshop to review comments from the community and to determine if we want to make amendments. • Pat P discussed purchasing a printer for the Board's purposes. 	<p>Schedule a date and time for a workshop.</p> <p>Bill C offered one that he has.</p>
11) Next Board Meeting	<ul style="list-style-type: none"> • The next Executive Board meeting will be held on March 11, 2021 at 10 AM. 	
12) Community Member Input		
13) Adjourn	<ul style="list-style-type: none"> • Chris B asked for a motion to adjourn the meeting. Bill C moved to adjourn the meeting. Karen seconded the motion. All were in favor. • The meeting adjourned at 10:57 AM. 	