

**Briarwood Falls Condo Association
Executive Board Meeting Minutes
March 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: Nine 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"> • Pat P moved to add to the agenda: • Under Old Business – C. Declaration • Under New Business – Landscaping Rules; Maintenance Recommendations Bill C seconded the motion. All were in favor. 	
3) Community Member Input	<ul style="list-style-type: none"> • Melissa Green asked that we discuss opening the Community Center during the subject of social activities. • Deborah Haraldson also recommended that it be opened. 	
4) Approval of Board Meeting Minutes	<ul style="list-style-type: none"> • Pat P moved to approve the February 11 minutes. Bill C seconded the motion. All were in favor. 	
5) Repairs and Maintenance	<ul style="list-style-type: none"> • Bill C provided a Repairs and Maintenance update. • A. Water Problems <ul style="list-style-type: none"> ○ Bill C received estimates from Brilliant Basement Waterproofing and CT Basement Systems for the following units: 5 Mockingbird; 11 Mockingbird; 11 Oriole; 15 Oriole. ○ Bill C moved to hire Brilliant Basement for the repairs. Pat P seconded the motion. ○ Karen P suggested that due to the high costs of the estimates, a copy of the correspondence should be given to the Board in order to review and discuss before making a decision. The motion was tabled. • B. Gutter issues and miscellaneous repairs were mentioned. 	A copy of estimates to be sent to the Board. A special meeting was scheduled for Tuesday, March 16.

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	<ul style="list-style-type: none"> • C. Rodents <ul style="list-style-type: none"> ○ Bill C spoke to Ron B about the voles on Skylark. Ron responded that they will not do any damage to the grass roots. 	
6) Committee Reports	<ul style="list-style-type: none"> • A. Landscaping Committee <ul style="list-style-type: none"> ○ Bill C moved to add a fourth treatment. \$3,030.98 spread out over 12 months starting in April. John seconded the motion. All were in favor. • B. Social Activities Committee <ul style="list-style-type: none"> ○ Pat P the food drive will be held on March 22. ○ It was suggested that the Community Center reopen with provisions: <ol style="list-style-type: none"> 1.) Will need someone to clean the restrooms and wipe down the exercise equipment. 2.) Purchase a backpack sprayer for cleaning the center. 	Need a cost estimate.
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 February = \$23,189 ○ Community Center utilities = \$251 ○ Repairs/Maintenance = \$435 ○ Total expenses for the month of February = \$18,013 ○ Difference between income and expenses = \$5,175 ○ Reserves total = \$142,536 	
8) Waivers	<ul style="list-style-type: none"> • A. Bill C approved two waivers <ul style="list-style-type: none"> ○ 3 Snowbird – to add three windows ○ 4 Mockingbird – to install a generator 	
9) Old Business	<ul style="list-style-type: none"> • A. Declaration <ul style="list-style-type: none"> ○ Pat P moved to pass everything in the Declaration that requires state or federal statutes and not to keep any other changes. Bill C seconded the motion. In favor: Bill C, Pat P and John C. Not in favor: Karen P. The motion passed. 	
10) New Business	<ul style="list-style-type: none"> • A. Landscaping Rules and Guidelines <ul style="list-style-type: none"> ○ As a reminder, send a copy of the Landscaping Rules to the Community. 	Karen will send out a copy.

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	<ul style="list-style-type: none"> Pat P made a motion to adopt the Maintenance Standards. There was no second. 	
11) Next Board Meeting	<ul style="list-style-type: none"> The next Executive Board meeting will be held on April 8, 2021 at 10 AM. 	
12) Community Member Input	<ul style="list-style-type: none"> Deborah Haraldson – mentioned a crack in her basement floor. Nancy Daley – asked for clarification for planting in existing beds. Permission is not required each year. 	
13) Adjourn	<ul style="list-style-type: none"> Chris B asked for a motion to adjourn the meeting. Karen P moved to adjourn the meeting. Bill C seconded the motion. All were in favor. The meeting adjourned at 10:57 AM. 	