Briarwood Falls Condo Association Executive Board Meeting Minutes June 9, 2022 10:00 AM

(Approved July 14, 2022)

Chair: Chris Burke Minutes Submitted by: Joe Geiger / Secretary

Board Members

Present:

Chris Burke, President, , Karen Pontrelli, Treasurer/Director, Bill Cucchi, Director, Joe Geiger, Director, and John Pacheco, Director

Guests: Present: Don Desrosiers, Greg Dexter, Chris Noman, Ron Sabatos

Zoom: Rose Ogden, Walter Rosinski

Board Members

Pat Perna, VP

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TOPICS	DISCUSSION				
1) Call to Order	Chris called meeting to order at 10:01 AM				
2) Additions to Agenda	None				
3) Community Member Input	None				
4) Approval of Board Meeting Minutes	Minutes of May 19, 2022 Executive Board Meeting Karen made motion to approve minutes as submitted John 2 nd motion Vote: all approved				
5) Treasurer's Report	 Karen presented the financial statement for the last month, May 2022 Total Income: \$25,013 Total Expenses: \$28,594 Difference for month May: (-\$3581) The YTD difference of Income vs. Expenses: \$5361 Total Reserves at the end of quarter: \$ 183,363 				
6) Repairs and Maintenance	 Bill provided M&R Tracking Report – attached to minutes Summarized the good progress made completing several tasks including: 9 window repairs on several Units; finally found cause of water leak on French door at 80 MB and fixed it; painted several garage doors on Ranch Units: getting quotes for masonry/asphalt repairs at 5 & 9 Oriole and 6 Starling, outside lights replaced at 13 Snowbird and 5 Mockingbird; made repairs related to drainage including cleaning out basins behind 1 & 2 Starling and 2 Snowbird and shortened roof drain pipes protruding from rip-rap wall behind 74 Mockingbird Meeting with Killingly Engineering to develop plan to improve 				
	drainage behind 65-67-69 MB.				

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	 Asphalt work by Pioneer for Roadways and driveways to start week June 20 Joe stated he has prepared list of 35 decks that need work. These include replacement of a least 1 deck at 12 MB, deck repairs to fix safety issues and washing and sealing/staining decks to extend useful life. He and Bill will develop a repair strategy and costs and will present this at July meeting.
7) Waivers	 Bill approved 2 waivers: installation of Mitsubishi Mini-split AC and a storm door. John approved 2 landscape waivers: installation of rocks a road edge and lawn at 12 Skylark to stop vehicles damaging lawn when cutting corner too close and plant red maple tree in front yard at 15 Oriole
8) Committee Reports	None
9) Mail box Bench	Joe recognized Carla Marcus and thanked her again for donating the bench at the mailbox station. Community members are enjoying using it.
10)BBQ Grill for Community Center	Mark and Linda Aschenbach offered to donate a Weber Spirit BBQ Grill. Joe said the grill is about 6-1/2 years old and is in very good condition. Joe made a motion to accept the grill for the Community Center. Bill 2 nd motion Vote: all approved.
11)Old Business	 We have three nominations for the 3 Board positions that are open: Karen Pontrelli – 1 Stirling Don Desrosiers – 7 Snowbird Greg Dexter – 23 Mocking bird
12) New Business	None
13) Next board Meeting	 Exec board Meeting, July 14, 2022 at 10 AM Community Meeting, July 28, 2022 at 6:30 PM
14) Community Member Input	Chris Norman asked if the proposed expenses to be charged to the Reserve were being tracked against the Reserve Study allocated amount. Karen stated that this is being done.
15) Adjourn	Chris called to adjourn the meeting. Joe made the motion to adjourn Karen 2 nd motion

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All approved; Meeting was adjourned at 10:20 AM

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MASTER Maintenance / Repairs list

			Requested	<u>Status</u>	completed	<u>Category</u>
80 Mockingbird	EAGLE	leak around her cellar french doors		I tried to fix it a month ago and srtill having problem. Tim Brunet looked at it and is trying to find the cause of the leak. Reassigned to Dave Oleszewski 05/01.		DOOR BACK
27 Mockingbird	EAGLE	Leak between window panes	12/16/2021	Slocomb replacing		WINDOW UNIT
11 snowbird	ranch	paint lower garage door panel	2/16/2022		5/20/2022	paint
1&2 oriole	eagle	french drain clogged	2/28/2022	05/27/22 found the french drain collapsed and cloggedgoing to dig down another 4-5 feet and see if Okif not going to tie into another drain		drain
26 mockingbird	cardinal	hole in siding	3/10/2022			siding
13 snowbird	RANCH	all 3 doors need trim painted	4/3/2022			PAINT
mailbox area		request for bench	2/9/2022	Joe picked up a bench and installed it at the mailboxes	6/1/2022	
7&8 Snowbird	RANCH	Paint garage doors	4/14/2022		5/20/2022	PAINT
5&6 Snowbird	RANCH	Paint garage doors	4/14/2022		5/20/2022	PAINT
5 Grouse	EAGLE	replace damaged siding				SIDING VINYL
78 Mockingbird	EAGLE	wash house	4/14/2022			POWER WASH UNIT
69 Mockingbird	EAGLE	wash and seal deck	16-Apr			POWER WASH UNIT
9 Oriole	RANCH	deck repair invoice	4/21/2022			DECK
9 Oriole	RANCH	drainage issue by kitchen stairs	4/21/2022	Estimate from Nick White		DRAINAGE
9 Oriole	RANCH	garage door steps crumbling	4/21/2022	Estimate from Nick White		WALKWAY & STEPS
9 Oriole	RANCH	sloping front stairs	4/21/2022	getting two estimates to raise steps and also 6 Oriole		WALKWAY & STEPS
9 Oriole	RANCH	Paint shutters side of house	4/21/2022	Paint had frozen over winterpicking up new paint		PAINT
3 Starling	RANCH	5 window seals failed	24-Apr	Gave to Tim 05/12/22	6/6/2022	WINDOW UNIT
65,67,69 Mockingbird		Drainage issue in rear of homes	4/25/2022	Joe and I are meeting Killingly engineering 06/09/22 to see what they recommend		DRAINAGE
69 Mockingbird	EAGLE	clean out rear drains	5/1/2022			DRAINAGE
14 Oriole	RANCH	window seal failure	4/27/2022	Gave to Tim 05/12/22		WINDOW UNIT
1 Starling		Clean basins in rear yard	5/1/2022		5/27/2022	DRAINAGE
various	RANCH	Paint all phase 1 house door trims	5/1/2022	Dave Oleszewski submitting estimate.		PAINT
3 Owls Nest	RANCH	3 window seal failures	5/6/2022	Gave to Tim 05/12/22	6/3/2022	WINDOW UNIT
12 Snowbird	RANCH	Storm door blew open and damaged trim and soffitt	9-May	Joe made temp repairs to get storm door to latch. Home owner needs to repair door trim and soffitt.		DOOR BACK
6 starling	RANCH	dip/hole in walkway	5/26/2022			WALKWAY & STEPS
8 oriole	RANCH	hole in rip rap wall	5/26/2022			LANDSCAPE
13 oriole	RANCH	powerwask back of house	5/30/2022			SIDING VINYL
13 oriole	RANCH	deck needs repairs and restained	5/30/2022			DECK
13 oriole	RANCH	front door lights rusted	5/30/2022			MISELLANIOUS
13 oriole	RANCH	garage dooe hard to close	5/30/2022	adjusted door jam and threshold	6/3/2022	DOOR BACK
5 mockingbird	RANCH	window seal failure	6/2/2022	gave to Tim 06/03/22		WINDOW UNIT
5 mockingbird	RANCH	rear garage light loose	6/2/2022	reattached light	6/3/2022	MISELLANIOUS
2 snowbird	RANCH	drain at rear of house clogged	6/2/2022	unclogged drain	6/3/2022	DRAINAGE
9 oriole	RANCH	rear faucet frozen	6/3/2022	gave to Dave O 06/06/22		OUTSIDE FAUCET
74 mockingbird	EAGLE	drain pipes at rear of unit sticking above ground	5/30/2022	cut pipes at ground level	6/3/2022	DRAINAGE