

**Briarwood Falls Association
Executive Board Meeting Minutes
February 8, 2024 at 2:00 PM**

(Approved March 14, 2024)

Chair:	Pat Perna	Minutes Submitted by:	Joe Geiger / Secretary
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Board Members Present: Pat Perna - President, Karen Pontrelli - Treasurer, Joe Geiger – Secretary, Bill Cucchi – Director, Greg Dexter – Director

Guests: Attendees: Art Rickey, Ron Sabatos
Zoom Participants: Nancy Daley, Lynn Geiger, Caroline Robbins

Board Members Absent: Dave Musto – Vice President

TOPICS	DISCUSSION
1) Call to Order	<ul style="list-style-type: none"> • Meeting called to order at 11:00 AM
2) Additions to Agenda	<ul style="list-style-type: none"> • M&R – stones on lawns from snow blowing • Item 8 – rename Fiber Optic Cable Services • New Business – thank you card to Christa Mueller
3) Community Member Input	<ul style="list-style-type: none"> • None
4) Approval of Board Meeting Minutes	<ul style="list-style-type: none"> • Minutes January 11, 2024 Exec. Board Meeting. <ul style="list-style-type: none"> ➤ Pat proposed amendments to Item 6, para. 1, to add that Board used 8% increase for insurance for 2024 budget based on recommendation from Bouvier Agent. ➤ Item 6, para. 2 to delete” will have a meeting to” approve policy after receiving option for premium with increased deductible. ➤ Item 16 to delete para. 1 regarding comment on rolling 2023 budget surplus into operating account. <p>Karen made motion to approve minutes amended as stated. Greg 2nd motion All approved.</p>

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5) Treasurer's Report	<ul style="list-style-type: none">• Karen presented the financial statement for the last month, January 2024:<ul style="list-style-type: none">➤ Total Income: \$28,054➤ Total Expenses: \$35214➤ Difference: -\$7160➤ Total Reserves: \$233,760➤ Business Checking Balance \$16,365
6) Repairs and Maintenance	<ul style="list-style-type: none">• Bill presented 7 tasks that were completed on the R&M Tracking Report since last meeting. A copy of this report is available in folder on bulletin board at Community Center.• Bill gave update on progress for window repairs. Killingly Glass and Danielson Glass are local resources to get replacement insulated glass panes for the Ranch units and both will do installation. There is also an on-line company, Fab Glass with shops in Florida and Ohio, who could supply the glass panes with free shipping for now. Our handyman Dave O. gave us his prices to replace the insulated glass panes in the different style windows. We will proceed to get quotes.• Bill stated problem getting shutter size to replace missing one on our shed but he is continuing to work on it.• Joe stated concern about the many gravel stones that have been thrown up onto lawns along end of upper MB by the snow blower. Bill stated that this occurred this year as Myles was getting new experience with snow removal on our property. Plan to clean up stones before lawnmowers are used in spring.•
7) Waivers	<ul style="list-style-type: none">• None.
8) Fiber Cable Services	<ul style="list-style-type: none">• We have been contacted by both Comcast/Xfinity and Frontier Communications about having fiber optic cable (FOC) brought into our property. Both companies are now installing FOC infrastructure in Killingly. The Board would eventually have to sign non-exclusive service agreements with the companies if their equipment is to be installed. The Board will consider this and be prepared to address anticipated issues that would come up for the Board to approve such installations.

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	<p>Joe made a motion for Board approval to allow project engineers from both Xfinity and Frontier to enter our property to make assessment of requirements to install their FOC infrastructure. Bill 2nd motion. All approved.</p> <p>Joe will coordinate the companies' visits, monitor them while on our site and get information about the equipment installations.</p>
<p>9) Uniform Condo Fee Committee</p>	<ul style="list-style-type: none"> • To date 10 community members have volunteered for the proposed uniform fee committee. Board agreed to move forward and contact volunteers to determine best suited date and time for first meeting. The plan is to have open meetings so that interested community members can attend and ask questions and follow progress. We will also have a zoom link to the meetings.
<p>10) Committee Reports</p>	<ul style="list-style-type: none"> • Greg presented a report on the Activities Committee events that took place since last meeting and told of the activities that are coming up, which are included in Pam Provost's weekly e-mail notices: <ul style="list-style-type: none"> ➤ February 17 – Winter Doldrums Party at 4 PM. ➤ March 12th – Day Kimball Fall Prevention at 6:30 PM. ➤ April 18 – Sip & Paint at 6:30 PM ➤ May 4th – Kentucky Derby Party at 5 PM ➤ June 1st – Association Yard Sale
<p>11) Old Business</p>	<ul style="list-style-type: none"> • None
<p>12) New Business</p>	<ul style="list-style-type: none"> • Pat will send thank you card to Christa Mueller for Early Boston Harbor picture now hanging in community center. • Pat stated that she found out that some Banks will not issue mortgage for modular built homes. Also, Charter Oak will not issue loan for condo units if there is not a management company under contract. This raises some concern for existing or new potential owners in our Association. We need to prepare for having to use a property management service in the near term and research what options are available to us. Joe will do some research on this subject and report at next Board meeting.
<p>13) Next board Meeting</p>	<ul style="list-style-type: none"> • Exec Board Meeting, March 14, 2024 at 11:00 AM

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14) Community Member Input	<ul style="list-style-type: none">• Nancy Daley stated that Frontier told her there is no service to her unit. She asked if Joe would check on this when the Frontier FOC reps come in to assess our property.
15) Adjourn	<ul style="list-style-type: none">• Pat called for motion to adjourn meeting. Joe made motion to adjourn meeting. Greg 2nd motion. All approved. – Meeting was adjourned at 3:15 PM