

Briarwood Falls Association
Executive Board Meeting Minutes
June 8, 2023 10:00 AM
(Approved July 13, 2023)

were entered or completed.

- Power washing Units - Bill presented list of 21 units to be power washed. Units are listed in order by worst case for mold and stains. The plan is to do as many of these units over the next six months as they can be fit into the M&R budget.
- Deck Staining – 7 treated pine decks that were washed along with units in in 2022 and May 2023 should be stained. Total cost for the 7 decks is \$3520. There is now sufficient surplus in M&R budget to cover this cost but the plan is to stain ½ of the decks in June and, if budget surplus is still good, the other ½ in July. This plan allows contingency to leave surplus funds available in case some unexpected M&R event occurs. Bill made a motion to proceed to stain ½ of the decks in June.
Dave 2nd motion
All approved.
- Proposal to Loan Power Washer to Unit Owners – Joe presented proposed message to be sent to Unit owners to inform them that they could borrow the Association’s power washer if they had the inclination to wash their own unit or deck. He also presented a proposed waiver form for use of the power washer. During discussion Board members expressed considerable concern relative to user safety and possible damage to the unit windows and gas seals. In the end it was decided not to loan out the power washer to owners.
- Approve Invoice for 5 Starling sunroom header joist replacement – Owner had obtained a waiver to build an expanded deck using low maintenance long life elements. During the construction process, when the old treated pine deck was removed, it revealed that the sun room header joist had deteriorated/rotted due to moisture trapped between header and deck joists. At the time, Joe and Bill discussed the repair, decided it was Association’s responsibility to repair and authorized the owner and contractor to do needed repairs, so as not to delay the project. Charges to the submitted to the association. The sun room header joist was replaced, the sliding door had to be pulled out/reinstalled and all were properly flashed and sealed; cost \$351.

Some Board members expressed opinion that the Owner should be responsible for this repair invoice under the stipulations of the waiver, specifically line items 2 and 10. Joe argued against this indicating that the deck project did not cause the damage, i.e., joist deterioration/rotting, but only revealed it.

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	<p>After discussion, Bill made motion that the Association is not to pay the invoice. Dave 2nd the motion. Vote: Yes – Pat, Karen, Dave, Bill No – Joe, Greg Invoice will be reverted to owner for payment.</p>
<p>7) Waivers</p>	<ul style="list-style-type: none"> • 1 Snowbird – plant bushes and flowers by basement window wall and around pine trees in existing mulch beds > Approved. • 25 Mockingbird – replace decaying ornamental grass in front mulch bed > Approved. • 25 Mockingbird – wash and stain decks > Approved • 1 Oriole – install radon mitigation system > Approved. • 1 Oriole – install front storm door > Approved • 1 Starling – install awing over deck > Approved.
<p>8) Board Member Elections</p>	<ul style="list-style-type: none"> • Two board positions will be open in July. Pat will send out notice to the community to recruit volunteers to apply for the Board positions and the Nominations Form.
<p>9) Resale Certificate Fee</p>	<ul style="list-style-type: none"> • Pat addressed changing the fee for the Resale Certificate which is now by statue \$125. Joe stated that new legislation has been approved by Connecticut House and Senate, SB 1072, that will raise the fee for the certificate to \$185. Bill is likely to be signed into law by the Governor before July to be effective August 2023. The Association will increase the fee for Resale Certificate to comply with the new law.
<p>10) No Parking & Private Property Signs</p>	<ul style="list-style-type: none"> • Pat addressed recent repeated occurrence of cars/pickups parking along the main entrance off Cook Hill Road by people attending events at house on corner. After some discussion it was decided we would put up No Parking signs at the front section of the entrance road to discourage this practice in the future.
<p>11) Approval of Board Letter Regarding Fees</p>	<ul style="list-style-type: none"> • Pat presented a proposal for a letter to be sent to the unit owners to inform them about the Board’s position regarding unit maintenance policies. This is in response to some complaints by owners regarding the timing for maintenance that was getting done. The proposed letter will be distributed to board members for comments and additions. To be addressed and approved at the next meeting.

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<p>12) Plan for Schedule A-2 Correction vote</p>	<ul style="list-style-type: none"> • Joe presented a proposal and an amendment to the declaration to correct seven errors in the Schedule A-2 that were made by the original declarant when the units were declared. The corrections include an increase in Schedule A-2 area for 12 Snowbird, 3 Starling, 6 Starling and a decrease in Schedule A-2 area for 1 Snowbird, 5 Starling, 1 Owls Nest, 2 Owls Nest. The proposal included presenting the amendment to the unit owners for vote in August before the snowbirds go south. <p>In discussions there was strong opinions expressed by some Board members that the proposal must also include the 37 ranch units to be assessed for the area of the bump out; basically, all or nothing. Joe pointed out that the Declaration does not include the bump out on the ranch units for the A-2 area assessment. In the A-2 Correction Study done in 2019-20, The bump outs had been identified as “inconsistencies” rather than an error in the assessed first level living area for the units.</p> <p>Karen made the motion to prepare for a vote on the A-2 correction as proposed by August 15 or sooner. Dave 2nd motion. Vote: NO – Pat, Karen, Dave, Greg, Bill Yes – Joe Motion failed. No action to be taken for A-2 corrections at this time.</p>
<p>13) Committee Reports</p>	<ul style="list-style-type: none"> • Greg presented a report on the Activities Committee <p>All scheduled activities are doing fine. Games Night, Recipe Swap, Pool & Shuffleboard, Cards & Games Activities, Book Club and Garden Club continue to be successful. Chair Yoga and Line Dancing, scheduled for June 12th and 13th, are being assessed for participation, after which a decision will be made regarding continuing these activities at this time.</p> <p>Movie night held recently on a Saturday evening in the community center was enjoyed by many, and another evening for this activity is being planned. Outdoor games are scheduled for Saturday, June 10th, 2:30 until 3:30 PM, to be held near the horseshoe pits in front of the property near the bridge.</p> <p>The Garden Club is considering cleaning up the gazebo area vegetation to improve its appearance. A notice soliciting help from interested community members will go out shortly. A tour of</p>

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	<p>community gardens is being planned for June 29th, from 10AM to 2PM. A sign-up sheet for those interested in showing their "Little Piece of Paradise" is in the community center.</p> <p>An Ice Cream Social is being planned for June 24th at 6:00PM. A sign-up sheet for people interested in helping through donations has been e-mailed to community members.</p>
14)Old business	<ul style="list-style-type: none"> • Pat presented copy of letter sent to an owner requesting removal of unapproved decorative items being displayed on front porch railings. Letter cited the requirements in the Association Declaration and Rules and Regulations regarding such displays. Owner has removed the items. Copy of letter will be filled in Board records.
15)New Business	<ul style="list-style-type: none"> • None
16) Next board Meeting	<ul style="list-style-type: none"> • July 13, 2023 Exec Board Meeting at 10 AM • July 27, 2023 Community Meeting
17) Community Member Input	<ul style="list-style-type: none"> • Chris Norman (27 MB) stated, regarding the proposed letter to community about maintenance practices, the letter must clearly draw the distinction between declaration responsibility and board maintenance practices. Chris also stated that he objects to the Board decision made in the issue about rotting header joist at 5 Starling, that the waiver overrides association responsibilities that are clearly stated in the declaration. • Ivy Blanchett (1 SB) stated she was disappointed that the Board did not approve moving to correct the A-2 error for her fee assessment. • Diane Clune (28 MB) inquired if the A-2 errors could be grandfathered for existing owners and then corrected for new owner when unit is sold. Board replied that changing the A-2 requires all owners to vote approval. • Ron Sabatos (66 MB) stated his agreement with comments by Chris Norman. Also, he stated that he remembers discussions with our Attorney during work on the 2022 Amended Declaration, that he clearly stated that a waiver does not override the declaration. • Deborah Haraldson (7 Oriole) stated since the declaration states the association is responsible to maintain the unit siding then it should empower the Board to have a maintenance practice to wash the units. Deborah stated that the Board has to consider being fair to all owners when making a decision that could be contrary to a single owner. Deborah also restated her preference that the Board get legal consul for all proposed changes the declaration and other legal documents for the association.

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18) Adjourn	Pat called for motion to adjourn meeting. Karen made motion to adjourn. Joe 2 nd motion. All approved. – Meeting was adjourned at 12: 13 PM

Attachments: June Maintenance & Repair Tracking Report

MASTER Maintenance / Repairs list

<u>Address</u>	<u>Unit</u>	<u>Maintenance / Request</u>	<u>Date Requested</u>	<u>Status</u>	<u>Date completed</u>	<u>Category</u>
80 Mockingbird	EAGLE	leak around her cellar french doors		Had another contractor look at this issue, he wants to start from scratch using a hose. We need to wait till spring to proceed.		DOOR BACK
8 oriole	RANCH	hole in rip rap wall	5/26/2022	need to add fill to a small sink hole on top of wall	5/18/2023	LANDSCAPE
13 oriole	RANCH	deck needs repairs and restrained	5/30/2022	discussion required....privacy panels installed are causing some of the issues.		DECK
19 mockingbird	EAGLE	water in basement door	8/29/2022	I pressurwashed the area 05/30, need to put hydraulic cement.		BASEMENT
5 starling	RANCH	bumps in driveway	9/18/2022	cut d/w removed stones, patch d/w	5/31/2023	DRIVEWAY
14 snowbird	RANCH	light on back of garage	9/18/2022	Not broken just rusty	5/12/2023	MISELLANIOUS
14 Oriole	RANCH	replace outside lighting	10/24/2022	Not broken just rusty	5/12/2023	MISELLANIOUS
6 grouse	EAGLE	guide pins on windows broken	11/2/2022	slocomb windows to be sending me new window pins		WINDOW UNIT
1 snowbird	RANCH	outside spigot not working	12/4/2022	to Dave O		OUTSIDE FAUCET
mailboxes		water puddling on back side of mailboxes	1/4/2023	installed gutter and downspout	5/19/2023	GUTTER & DOWNSPOUTS
18 mockingbird	RANCH	shutter came off shed	2/3/2023	found shutter in woods....it is damaged, will need replacement in spring		SIDING VINYL
11 mockingbird	RANCH	motion light not working	4/11/2023	completed	5/1/2023	MISELLANIOUS
7 snowbird	RANCH	request to remove alberta spruce	4/4/2023	I cut down the alberta spruce	5/25/2023	LANDSCAPE
65 Mockingbird	EAGLE	reset patio blocks that have sunk	3/15/2023	reset 3 granite slabs	5/10/2023	PATIO
3 oriole	RANCH	sunroom window seal failure	5/1/2023			WINDOW UNIT
10skylark	EAGLE	window is stuck	4/14/2023	waiting for Slocomb contractor		WINDOW UNIT
3 snowbird	EAGLE	sinkhole in driveway at garage	4/21/2023	filled in sinkhole	5/17/2023	DRIVEWAY
8 snowbird	RANCH	outside spigot not working	4/25/2023	Fixed by Joe	5/16/2023	MISELLANIOUS
2 starling	EAGLE	tree, on edge of woods, fell into woods leaving hole	4/25/2023			LANDSCAPE
19 mockingbird	EAGLE	loose piece of siding	4/28/2023	re attached siding	6/5/2023	SIDING TRIM
5 grouse	EAGLE	screen repair	5/9/2023			WINDOW UNIT
5 grouse	EAGLE	trim arborvitae	5/9/2023	trimmed tops	5/11/2023	LANDSCAPE

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6 oriole	RANCH	slider window seal failure	5/9/2023	owners will contact us when they return in June		WINDOW UNIT
1 mockingbird	RANCH	garage trim loose	5/9/2023	reset trim	5/12/2023	SIDING TRIM
11 snowbird	RANCH	gutter loose side of unit	5/9/2023	reattached gutter	5/12/2023	GUTTER & DOWNSPOUTS
12 snowbird	RANCH	sinkholes in driveway	5/9/2023	filled in sinkholes	5/17/2023	DRIVEWAY
12 skylark	EAGLE	rock in front yard moved by contractor	5/9/2023	reset rock in front yard	5/19/2023	LANDSCAPE
5 mockingbird	RANCH	water getting in garage again	5/1/2023	found a piece of cracked siding and also where a wire went through wall to garage was not sealed.....he repaired siding and sealed hole	6/5/2023	MISCELLANIOUS
5 mockingbird	RANCH	couple of rotted deck boards	5/17/2023	replaced 3 rotted deck boards, will need to stain once the boards have time to dry a bit.	5/31/2023	DECK
9 Oriole	RANCH	water getting in bumpout	5/1/2023	sealed nails on bumpout and under J channel	6/6/2023	MISCELLANIOUS
3 owls nest	RANCH	piece of soffit fell off and another loose	5/10/2023	He removed a couple birds and filled in the two areas	5/30/2023	SOFFIT
9 oriole	RANCH	overseed lawn	5/19/2023			LANDSCAPE
horseshoe pit		cut tree/ trim trees		cut overhanging tree and trimmed trees	5/25/2023	LANDSCAPE
mailboxes		trim arborvitae		trimmed arborvitae	5/25/2023	LANDSCAPE
3 oriole	RANCH	clogged gutter	5/22/2023	un clogged gutter	5/26/2023	GUTTER & DOWNSPOUTS
1 snowbird	RANCH	dead tree in front yard	5/25/2023	cut down and cut up dead tree	5/26/2023	LANDSCAPE
4 mockingbird	RANCH	outside spigot leaking	5/30/2023	Repaired spigot	5/30/2023	OUTSIDE FAUCET
5 Oriole	RANCH	clogged gutters	6/4/2023	unclogged gutters	6/6/2023	GUTTER & DOWNSPOUTS
5 starling	RANCH	trim arborvitae on starting	6/5/2023	trimmed arborvitae	6/6/2023	LANDSCAPE
11 oriole	RANCH	window seal failure in sunroom	6/6/2023			WINDOW UNIT
		DECKS THAT NEED STAINING AFTER POWERWASHING				
6 grouse	EAGLE	stain deck		to Dave O for estimate		
4 starling	RANCH	stain deck		\$475.00	\$515.00	
6 snowbird	RANCH	stain deck			\$475.00	
7 snowbird	RANCH	stain deck		\$555.00 need to replace a section of handrail		

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8 snowbird	RANCH	stain deck		\$500.00		
11 snowbird	RANCH	stain deck		\$500.00		
12 snowbird	RANCH	stain deck		\$500.00		
		JOES LIST (in order)				
4 grouse	EAGLE	powerwash w 12x12 pt				POWER WASH UNIT
7 grouse	EAGLE	powerwash w 10x10 trex	Request			POWER WASH UNIT
8 grouse	ROBIN	powerwash w 12x12 pt				POWER WASH UNIT
9 grouse	CARDINAL	powerwash w 10x10 pt				POWER WASH UNIT
6 skylark	CARDINAL	powerwash w 10x12pt	4/30/2023	request		
74mockingbird	CARDINAL	powerwash w 10x10 trex	4/30/2023	request		POWER WASH UNIT
76 mockingbird	EAGLE	powerwash w 10x10 trex		request		
1 oriole	CARDINAL	powerwash w 12x12 trex				POWER WASH UNIT
3 oriole	RANCH	powerwash w 12x14pt				
13 oriole	RANCH	powerwash w 12x16 pt		** do not do until we discuss deck issue**		POWER WASH UNIT
2 owls nest	RANCH					
3 owls nest	RANCH					
4 owls nest	RANCH					
9 snowbird	RANCH	powerwash w 10x10 pt				
10 snowbird	RANCH	powerwash w 12x12 pt				POWER WASH UNIT
14 snowbird	RANCH	powerwash w 4x4 pt				POWER WASH UNIT
19 mockingbird	EAGLE	powerwash w 12x12 trex				POWER WASH UNIT
22 mockingbird	EAGLE	powerwash w 10x13 trex				POWER WASH UNIT
24 mockingbird	CARDINAL	powerwash				POWER WASH UNIT
3 starling	RANCH	powerwash				POWER WASH UNIT
		SEPARATE REQUESTS				
1 starling	EAGLE	powerwash w trex deck	5/17/2023			POWER WASH UNIT