

Briarwood Falls Association
Executive Board Meeting
August 14, 2025, at 10:00 AM
Meeting Minutes
Approved

Chair: Joe Geiger, President

Minutes Submitted by: Kathy Kazarian

Members Present: Joe Geiger, President, Don Greene, Vice President, Kathy Kazarian, Treasurer/Director, Jeff Marshall, Secretary/Director, Karen Pontrelli, Director, Barbara Lefevre, Director

Members Absent: None

Community Members Attending: # Units represented in person -11
Units represented on Zoom - 5

Topics	Discussion	Action
1. Call to order Regular Session	Meeting called to order at 10:01 AM	
2. Additions to the agenda	Under M&R – 1 Starling walkway, 7 Snowbird walkway Under Waivers – 8 Skylark, plants around utility boxes *New Business – Lock up issue in the Community Center	*Moved to 9/11/25 meeting agenda
3. Community Member input (Limited to items on the agenda; comments limited to 2 min. max.)	Unit owners of 72 MB voiced concern over tree that was taken down in error. 4 Starling unit owner stated they were very pleased with our landscapers who removed 2 very large (15 ft) blue spruce trees from the front of their unit and the workers did a tremendous job.	
4. Correspondence	None cited	
5. Approval of Board Minutes	Minutes of the 07/10/2025 Executive Board meeting and the 07/15/2025 Special Executive Board meeting were presented for approval.	On a MOTION by Kathy Kazarian SECONDED by Jeff Marshall to accept minutes of the 07/10/2025 Executive Board meeting & the 07/15/2025 Special Executive Board meeting Vote: Passed
6. Treasurer's Report	Treasurer's report 7/31/2025 was presented by Kathy Kazarian Total Income: \$31,555 Total Expenses: \$26,176 Difference: \$5,379 Total Reserves: \$290,628 Business Checking Balance: \$10,054 Financial review documents have been submitted. No timeline on completion. Question was asked who is	

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	doing the review and their credentials? Association chose Mark Kulaga, manager/owner of H&R Block in Putnam	
7. Repairs and Maintenance Summary	Joe Geiger, summarized maintenance and repairs task completed since last meeting. 2 tasks were completed (see attached M&R sheet); 48 open tasks are still being worked on. The Complete task list was included as attachment in July 10 meeting minutes. a. Community Center Mitsubishi a/c units need outside coolant lines insulation replaced, cost \$346 b. Joe discussed six major M&R tasks listed below. To keep minutes brief, a description of each task and repair proposals are attached to these minutes. The intent here was to get the Board's approval for the costs to do these tasks. However, it was first necessary to complete discussion on Agenda Item 11 about the maintenance budget deficit and get the Board's approval for a Special Assessment to cover these costs. ➤ Window Insulated Glass Unit (IGU) replacements - \$8748 ➤ Deck Repairs - \$4974 ➤ New Tree Removal Issues – \$5100 ➤ 1 Starling walkway replacement - \$2800 ➤ 7 Snowbird walkway repair - \$750 / \$350 option ➤ 80 Mockingbird water leaks - \$4300 c. Replacement of diseased flowering plum trees. Joe proposed that we look to replace the 3 trees removed from front yards next year.	a. On a MOTION by Don Greene SECONDED by Karen Pontrelli to replace a/c unit material \$346 Vote: Passed b. Unfortunately, due to an oversight by President, the meeting was adjourned without returning to resolve action on these tasks. A Special Board Meeting was called for 8/20/2025 to discuss and approve these tasks. c. Quotes will be obtained for discussion at a future meeting and to consider for 2026 Budget.
8. Waivers	a. 8 Skylark – add Hosta plants around utility boxes, leaving front open for access b. 4 Starling Ct. - Remove large shrubs – work already done c. 14 MB – add canopy 10x10 over patio – already done d. & e. 69 & 70 -2 Solar waivers – must approve policy first and then come back and approve waivers, then they must submit documents that are required	a.-e.- All approved

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9. Committee Reports	Social Activities Committee report was presented by Barbara Lefevre. No news, Social Activity meeting was rescheduled a. Community center cleaning - Someone insured has been found to do a complete cleaning for \$250	a. On a MOTION by Karen Pontrelli SECONDED by Don Greene to clean community center \$250 Vote: Passed
10. Old Business	a. Solar panel installation policy Association draft of a solar policy was sent to our Atty. for review - cost \$850. Final policy is a 12-page document including the indemnity agreement that must be signed, notarized, and filed with the Town. A point was made that we should update the Rules & Regulations to reference this policy. A suggestion was made that there should be a separate meeting for those interested in solar to discuss the policy to understand it better. b. Xfinity reimbursement for sprinkler repairs, check is in process, was twice returned to Xfinity due to address errors. Xfinity's NE Installation Manager is supposed to hand deliver check to Joe G. within next few days. c. Payment receipt for 11-12 Snowbird driveway not received and attempts to contact have not been successful. We do however have proof of payment.	a. On a MOTION by Jeff Marshall SECONDED by Kathy Kazarian to approve the solar policy
11. New Business	a. 2025 maintenance budget overrun Joe G. presented a spreadsheet detailing operating expenses, completed R&M work and needed quoted repairs that were not included in the 2025 Budget. To make up for this deficit a motion was made to have a Special Assessment for \$28,997. The special assessment allows the Board to use funds already budgeted for routine M&R and windows and decks repairs. The assessment is to be implemented as soon as it is approved to be able to start collecting it by Sept. 15. A 3-month payments plan will be used. During discussion of the proposed special assessment, several unit owners in attendance provided comments. The majority of those who spoke expressed support for the assessment.	a. On a MOTION by Joe Geiger SECONDED by Jeff Marshall to approve 2025 maintenance shortfall special assessment Vote: Joe Geiger, yes, Jeff Marshall, yes, Kathy Kazarian, yes, Karen Pontrelli, abstained, Don Greene, no, Barbara Lefevre, no Vote: Failed a. After further discussion. On a

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	b. Proposed conversation with Atty. Chas Ryan regarding Uniform Fee. Joe to prepare note to Chas to get details about the process and procedure for a judicial review of vote for an amendment to declaration. To be discussed at Sept. 11 meeting.	MOTION by Jeff Marshall SECONDED by Kathy Kazarian to take another vote to approve 2025 maintenance shortfall special assessment 2nd Vote: Joe Geiger, yes, Jeff Marshall, yes, Kathy Kazarian yes, Karen Pontrelli, abstained, Don Greene, no, Barbara Lefevre, yes Vote: Passed
12. Next Meeting	Executive Board September 11, 2025, at 10:00 AM	
13. Community Member Input	A comment was made that we may be getting far beyond the scope of work within a volunteer board and that we should seriously consider budgeting for a management company or at the least, contract some type of property manager.	
14. Adjourn	Meeting was adjourned at 12:20 PM	On a MOTION by Joe Geiger SECONDED by Kathy Kazarian to adjourn Vote: Passed

Attachments (9): M&R Report, 2025 Budget Deficit Projections, Window IGU Replacements, 2025 Proposed Decks, 2025 Tree Removals, 1 Starling walkway, 7 Snowbird walkway & window, 80 Mockingbird door leaks

2025 Maintenance / Repairs Tracking Report - 08/14/2025

<u>Date requested</u>	<u>Address</u>	<u>Unit</u>	<u>Maintenance / Request</u>	<u>Status</u>	<u>Date completed</u>	<u>Category</u>
12/2/2025	5 Snowbird Dr	RANCH	Window seal bad on 3 window: gst bdm, liv rm & Sun Rm	need to measure for 3 replacements		WINDOW UNIT
12/2/2025	5 Snowbird Dr	RANCH	Living room ceiling stain caused by roof leak needs to be painted			WATER LEAK
2/2/2025	5 Snowbird Dr	RANCH	Steps off sunroom needs repair	On 2025 Deck work list		DECK
7/7/2025	2 Snowbird Dr	RANCH	Dirt/ Mold on siding and balcony deck. Balcony railings warped	Unit is on 2026 Wash Schedule		POWER WASH UNIT
14/2025	13 ORIOLE DR	RANCH	facia trim at left back corner of hosue has been pulled away and crumpled by wind blowing the far reaching upper branches of river birch tree	Glenn to quote facia repair. Jeff Paige to quote tree removal 7/19/25		SIDING TRIM
28/2025	32 Mockingbird	EAGLE	Gutter has pulled away from facia at left side gutter at front end.	To Glenn 8/3/2025		GUTTER & DOWNSPOUTS
2/2/2025	4 ORIOLE DR	RANCH	downspout end of gutter on northside of sun room is blocked	to Glenn 8/3/2025		GUTTER & DOWNSPOUTS
1/2025	5 Grouse ct	EAGLE	Remove dying Alberta Spruce in front bed	To Nyles 8/3/25	8/8/25	LANDSCAPE
5/2025	5 Starting	RANCH	Balance failed on Liv rm Window	Joe replaced balace	8/6/25	WINDOW BALANCE
11/2025	7 MOCKINGBIRD	CAPE	Left pivot bar broke off and sash balance failed on upper living room window. This occurred long ago before current owner moved in.	Joe. G refit new pivot 8/10/2, ordering new dble coil sash balances.		WINDOW BALANCE

Expenditures Creating Deficit in 2025 Budget to be Raised w/ Spec Assessment

Expense Description	Cost	
80 MB Leak Repair	\$1,160	
Harts 25 Roof Repairs	\$1,875	
Road Crack Sealing	\$3,650	
Paint Ceiling 7 Oriole & 4 Grouse	\$958	completed expenses
Remove Diseased Trees	\$1,170	work completed to be paid in August
Insurance Deficit	\$3,651	\$8,813 total spent not in budget
Grounds Maintenance		spending forecast to end of Dec shows to have about \$500 surplus
Community Cntr Deficit	\$1,250	budget this year was reduced to \$6165 vs typically it was \$7500
11 Dead Tree Removal	\$2,375	
3 Other Tree Removals	\$1,489	
Prune 11 Trees	\$1,755	all costs include service tax
Prune Stirling Arborvitaes	\$3,191	
1 Owls Nest Window Sag	\$1,489	
7 MB Loose window	\$773	
12 Oriole Deck Repair/Stain	\$1,436	
Resurface 1 Starling Walkway	\$1,500	Option is to replace the sidewalk using funds from Reserves, \$2180
80 MB Repairs-deck leak	\$1,275	my estimate waiting for Quote from L. Walker
80 MB Replace Upper Sliding Glass Door		\$2,500 Replacement including installation costs; can be taken from Res
Total for Spec Assesment	\$28,997	\$13,714 min. assessment to satisfy 2025 budget but no oth
Avg Spec Assessment	\$315	\$55,460 Max assessment at 15% of 2025 budget
Sch-A2 Total Sq. Ft.	133,734	Unit Sq. Ft.
Spec Assessment/sq. ft.	\$0.217	1,024 1772
		\$222.03 \$384.22
Leaves in 2025 Maint. budget	\$8,500	windows fix 14 windows on 9 units this year
	\$4,600	decks repair & stain 4 decks
	\$22,179	Spent for M&R Jan - July vs Budget of \$19,165
	\$6,066	M&R deficit end July

Expenditures Creating Deficit in 2025 Budget to be Raised w/ Spec Assessment

\$8,457 Expected Income for maintenace Aug -Dec 2025

\$200 CC deficit end of July. Typically is yr end surplus \$375+
but then budget was \$7500 and now it's \$6165

PROPOSAL - WINDOW INSULATED GLASS UNITS REPLACEMENTS

We now have 30 windows on 16 ranch units where the argon gas seal in the Insulated Glass Unit (IGU) has failed. List of windows is shown on attached worksheet. Some of these windows have been on our repair list for over 3 years. This gas seal failure is a wear-out type of failure that is due to thermal and wind load forces acting on the glass pane over time that breaks down the sealant materials used. Typically, the IGU gas seal is warranted for 5 years but it can last much longer than that depending on its exposure to weather elements. The maintenance repairs are to be paid for out of the R&M line in the annual budget.

For the IGU sizes we need to replace the costs are substantial today. We have chosen to use Danielson Glass (DG) to provide the replacement IGUs based on quoted costs. The cost includes: labor to come out and measure each window; cost of the size IGU needed; and labor to again come out and install it after the IGU is delivered to DG. Most glass panes can be replaced from inside the unit but there may be some that require replacement from the outside. Then, if the height of window above ground, it requires scaffolding which would add more cost.

The 2025 budget for M&R included \$8500 for window repairs. The windows highlighted in green in the worksheet have been selected to be done in 2025 based on both earliest repair request date and trying to finish all the failed windows in a single unit. We will only be able to do 13 windows on 8 units this year. The plan is to fund the 2026 M&R budget line to complete the remaining windows on the worksheet plus allow for new window IGU repair requests.

Need a motion to approve the proposed 13 window repairs.

JTG - 8/19/2025

BRIARWOOD FALLS ASSOCIATION 2025 WNDOW REPAIR LIST - 08/14/2025

No.	Date Requested	Unit Address	Window Description	Low E Glass Pane Size Estimated H X W X Thick Inches	Tint	Divider/Muntin Features (verify color)	Estimated Cost
1	2024-09-03	1 Owls Nest	Sun Room - Triangular Transom	37 X 7 x 104 x 7/8 Tempered	X	Owner to pay for Tint \$250 to \$300	\$1,400.00
2	2024-04-15	1 Owls Nest	Garage	33 1/4 X 26 3/4 X 3/4		3 X 2	
3	2025-06-12	1 Owls Nest	Living Room - Single Hung Lower	33 1/4 X 26 7/8 X 3/4		3 X 2	
4	2024-09-03	1 Owls Nest	Sun Room - Slider fixed side	70 1/4 X 30 X 7/8 Tempered			\$931.00
5	2024-11-04	1 Snowbird	Living Room upper window Right Side	33 1/4 X 26 3/4 x 3/4		3 X 2	\$506.00
6	2025-07-02	5 Snowbird	Bath - Single Hung lower	25 1/4 X 16 3/8 X 3/4		3 X 2	
7	2025-07-02	5 Snowbird	Living Room - Shingle Hung Upper	33 3/4 X 27 X 3/4		3 X 2	
8	2025-07-02	5 Snowbird	Sun Room Picture	50 3/8 X 55 X 7/8		3 X 2	
9	2024-10-20	6 Snowbird	Bathroom - Single Hung Lower	24 3/4 X 16 X 3/4		3 X 2	\$506.00
10	2024-11-03	7 Snowbird	Dinning Room #1	33 X 27 1/4 X 3/4		3 X 2	
11	2024-11-03	7 Snowbird	Dinning Room #2	33 X 27 1/4 X 3/4		3 X 2	
12	2025-04-06	14 Snowbird	Sun Room - Slider sliding door	70 1/4 X 30 X 7/8 Tempered			
13	2025-04-06	14 Snowbird	Sun Room - Slider fixed side	70 1/4 X 30 X 7/8 Tempered			
14	2023-10-09	3 Oriole	Dinning Room - lower	32 3/4 X 27 X 3/4		3 x 2 -	\$506.00
15	2025-05-01	4 Oriole	Garage -Lower cracked	32 3/4 X 27 X 3/4		3 X 2 -	
16	2025-05-01	4 Oriole	Slider to deck- fixed side	70 1/2 x 30 X 3/4			

Proposed Deck Maintenance & Repair for 2025.

The 2025 M&R budget includes \$4600 for deck work. The attached worksheet shows the deck repairs to be done this year:

- Three of the smaller decks that need only minor repair and staining to be done by our volunteer maintenance team - 9 MB, 14 SB and 3 Oriole.
- Have quotes for 7 larger decks that need more repairs and staining:
 - One deck and steps highlighted in red will require replacement which can be paid from Reserves - 10 MB and 5 SB.
 - The four decks highlighted in yellow - 15 MB, 6, 9 and 10 Oriole can be done using the \$4600 we had in 2025 maintenance Budget for decks.
 - Work on 12 Oriole deck, highlighted in orange, \$1436, is included in the expenses to be covered by the special assessment.
- Need motion to approve cited deck repairs.

JTG – 8/13/2025

2026 DECK REPAIRS

No.	UNIT	DECK	Required Maintenance	Stain Color	To Be Done by	Estimated Cost
1	14 Snowbird	PTP 4' X 4' deck with 5 steps	Deck has never been stained but wood is in relatively good condition because it gets very little exposure to the sun. It should be washed again before staining	We have stain at CC that can be used on this deck.	Vol Maint. Team	
2	9 Mockingbird	PTP 4' X 4' deck with 5 steps	Deck has never been stained. Replace 2 Rotted lower step board and fix 2 loose step boards. 1 deck board rotted/warped/twisted and needs to be replaced. It should be washed again before staining	Stain with semi-transparent stain	Vol Maint. Team	
3	10 Mockingbird	PTP 8' X 12' deck with 5 steps	Deck has never been stained and it is not in very good condition. Needs major repairs. Pull dirt/mulch away from lower right side step skirt board and lattice. Reattach latic and 2X4 support on right side. Rebuild deck, railings and steps. Rebuild RS step raiser. Otherwise, Substructure looks to be okay but verify this after removing old decking.	After new PTP wood has dried Stain deck.	Glenn	\$3935 Reserves
4	15 Mockingbird	PTP 12' X 12' deck with 3 steps	Replace LS railing post as top is rotted. Refasten RS railing post. Replace handrail. Replace 2 cracked /rotted step boards and one cracked/split railing board. Need to rewash deck boards and railings to remove all traces of black dirt/mold stains.	stain with matching semi-transparent stain.	Glenn	\$1,570
5	6 Oriole	PTP 12' X 12' deck with 9 steps+ 4'X4' landing+2 steps	stain steps, deck boards and top railing. Baluster are good	stain with matching semi-transparent stain.	Glenn	\$957

2026 DECK REPAIRS

No.	UNIT	DECK	Required Maintenance	Stain Color	To Be Done by	Estimated Cost
6	9 Oriole	PTP 12' X 12' deck + 4' X 4" landing with 9 steps	Reset RH railing at top 45° joint. Stain steps, deck boards and railing boards. Baluster are good	Stain railing & Deck using matching color	Glenn	\$1,117
No.	UNIT	DECK	Required Maintenance	Stain Color	To be done by	
7	10 Oriole	PTP 10' X 10' deck with two 4' X 4' landings and 9 steps	Upper deck is sagging. Add 4X4 post with screw jack to left of at bottom step and try jacking up to take out sag. Replace rotted step board. Stain steps . deck boards and top railing. Baluster are good	stain with matching semi-transparent stain.	Glenn	\$1,330
8	12 Oriole	PTP 12' X 14' deck with 4' X 4' landing and 13 steps	Replace RS rotted rail board. Replace rotted 8th step 2'x10' board, Add fasteners to pull cracked wood together at front of first 3 2"X10" step boards.	stain with matching semi-transparent stain.	Glenn	\$1,436
9	13 Oriole	PTP 12' X 14' deck with 4' X 4' landing and 11 steps. 12' x 14' PTPine Patio	Owner had Luke Walker Construction install new PTP railings, balusters, steps, landing boards and 3 deck boards in 2024. Owner's contact also included staining deck in 2025 after PTPine boards dried.	Contractor stained deck in June 2025	done	
10	3 Oriole	PTP 12' X 12' deck 7 steps	Replaced all deck and step boards and handrails in May 2025. Consider staining in October or defer to Spring 2026	Have matching stain at CC	Vol. Maint. Team	
11	5 Snowbird	3 Trex and PTP steps off Sun Room	LS step stringer rotted, and rail loose. RS rail back rail post rotted at bottom. Best to recover Trex step and railing boards and replace the rest of the step substructure. Stain pine wood after it dries.		Glenn	\$675 Reserves
12	Bridge	Walkway & Rails	Replace 2'X12" post caps (22). Pressure wash walkway and railings (Myles), Stain walkway, posts & railings	Need to purchase stain	Vol. Maint. Team	

New Tree Removal Issues - August 13, 2025

We have additional tree removal work to do this year in addition to the removal of 11 dead trees that we already approved at June Board meeting:

1. Large Yellow Birch tree at back between 13 & 14 Oriole is too large to keep as the upper branches are banging against both units in the wind potentially causing damage to roof, siding, and fascia trim. During July 3rd thunder storm the flapping upper branches pulled the fascia trim and siding off the back upper corner of 13 Oriole. From what I could find out, this tree was already there when the two units were built in 2006-7. The diameter of trunk and height of the tree now confirms that its likely been there a good more than 20 years. We are having Glenn Grover fix the fascia and siding on 13 Oriole and, for now, cut away the branches he can reach off his ladder that have caused the damage. The tree should be removed as it is too large and, it's still growing, to be that close to the units. Once it is removed the area will be loamed and grass planted.
2. There is another large dead tree at back of 6 Starling that needs to be taken down.
3. The large maple tree in front 12 MB is dying probably due to some problem with its root system. It will likely have no leaves next season. It should be cut down and the stump ground down enough to cover with topsoil and plant grass.

We have quotes to take down these three trees and grind stumps on two for about \$1489 incl tax.

4. Arborvitae hedge on Stirling – This is a very overgrown hedge consisting of 30 Giant Arborvitae trees. We have considered two options:
 - a. Cut down the hedge and grind down stumps and roots. This will cost about **\$3940 incl tax.**

However, prior to this hedge growing and building up a thick mulch bed from dropped pine needles over time, there was a significant drainage problem onto the lawn area at back of 3 MB. This was caused by water runoff from the end of Starling roadway due to slope of the road. You can still see the evidence of soil washout where the water was running over the bank onto the lawn area. The first declarant installed a curb on the north side of Starling but only ran it about 2/3 of the length of the hedge. If he had extended curbing to end of road it would have directed the drainage off the end of Starling to the storm sewer and not allow it to flow over the bank onto the lawn. If we take down the Arborvitae hedge, we will need to extend a 6" curb about 50 feet to the end of the roadway to prevent a drainage problem. Cost for this is about **\$1225 incl tax.**

Also, we need to consider that some new hedge, e.g. boxwoods, etc., may be planted to provide privacy barrier for the MB units close to the road. Or, some landscaping will be needed to regroom the bank with grass. This would add further costs to taking down the Arborvitae hedge.

So total cost to remove the Arborvitae hedge would be \$5165 plus cost for whatever is decided to do to regroom the bank landscape or plant some other privacy hedge.

- b. Also considered is to do a heavy pruning of the Arborvitae hedge. I have discussed this with three contractors who have experience pruning these shrubs. Their opinion was that the height and width of this species of tree hedge could be cut back substantially to make the hedge more manageable with periodic pruning and which would cost less with a smaller hedge. It may take a year or two for the hedge to fill out with new growth. Cost to do this heavy pruning is about \$3395.

Then we would have to prune the hedge about every 2 years which could cost about \$800 - \$1200 each time.

- Need to approve 3 tree/stump removals
- decide whether to prune or remove/grind stumps Arborvitae hedge on Stirling. If removed also approve extending asphalt curb to end of road.

1 Starling Walkway Settlement – Repair Options

Problem at 1 Starling is that the front entrance step and walkway over time has settled: from the door to edge of step about $\frac{3}{4}$ inches and from step to driveway edge about $1\frac{1}{2}$ inches.

Contractors who have looked at the problem agree that the settling likely occurred over the first couple years from unit build date and now the weight of the cement has firmed the ground under it and it is not likely to settle more. The settling occurred uniformly and the walkway is not cracked but there is a step rise where the edges of the cement walkway and driveway meet that is a trip hazard.

Options considered for the repair:

- Dig out a portion of driveway and install either an asphalt or concrete apron to blend in level the walkway and driveway edges. To blend in the apron to existing slope at top of the driveway and get sufficient slope for drainage, the apron would be about $2\frac{1}{2}$ foot wide at garage then sweeping down the driveway to the edge in gentle curve for about 11 feet. This could be somewhat unsightly and would not blend in with the look of driveways on other units, so this option was dropped.
- **Coating repair** – Re-slope the settled walkway using a concrete coating – using a bonding agent then overlaying a coating of special small stone 3000 psi concrete mix. To keep best thickness of coating across the length of walkway the riser height of the single step would be about 5-inches which satisfies building code requirements for riser height. The walkway edge at driveway would be cut out for some distance to use full slab concrete thickness for the section of walkway where it meets the edge of the driveway.

Minimum recommended thickness to assure coating stay intact is 2 inches. There are some risks with this coating repair where the coating is thinner, which in some section could be less than 1 inch, that the coating will crack and lift off.

Cost to do the overcoat repair is \$1500 and is a maintenance expense.

- **Replace the sidewalk** - The risk-free long-term repair option would be to replace the sidewalk from step to driveway with the required slope to meet edge of driveway. Cost is **\$2600** which can be funded from Reserves as a replacement of LCE.
- Need motion to replace the walkway as the recommended repair.

JTG - 08/19/2025

7 Snowbird Walkway Repair

Walkway at step off at front entrance of house has settled causing dip and trip hazard. In December 2024 our handyman had filled/packed the dip with asphalt cold patch but the walkway has settled again (attached photo). About a 6-foot section of walkway asphalt in front of the steps needs to be taken up, the area graveled/packed and repaved. Quoted cost for this repair is \$750, but if done at same time as curb addition at Starling \$350. Lower cost gained from less waste with asphalt quantity purchased to do both jobs.

- Need motion to approve this repair

JTG – 8/19/2025

7 Snowbird Loose Living Room Window

When we went to measure living room window panes that had seal failures, we noted that the whole 2-window frame assembly was loose in the studs. The frame could be pushed out. Fortunately, there has been no problem with water leakage but the flashing around the window, if installed, has to be compromised. Proposal is to remove siding around the window, properly secure the window frame assembly and redo flashing as needed. Quote for this repair from our Handyman Contractor is **\$773 incl tax**.

- Need motion to approve repair.

JTG – 8/18/2025

80 Mockingbird Water Leak Problem

We have been dealing the water leakage issue at the rear lower French door and upper sliding glass door on 80 MB unit since the unit was finished built in 2017 without complete success finding source of leakage and stopping it. Over that time three different contractors have worked on the problems in addition to multiple attempts by both Ron White and Bill Cucchi to fix it. Total cost of work done over the last 8 years, if we include the slave wages paid to Ron and Bill, is about \$10,000. The history for this problem has been documented and sent to Board e-mail.

The first two contractors, Guaranteed Roofing/Siding and Girls and Tools, blindly did replacement of original satisfactorily installed flashing materials around elements at the back area of the unit that had nothing to do with the source of leakage. I was not until October 2024 that I did a water spray test, to simulate a rainstorm on the back of the house, that identified that the water leakage at the bottom the French door was coming in from the area where the deck attaches to the unit. The test also showed that the water leakage at the upper sliding door, getting into the inner track of the door sill and overflowing onto the floor was leaking through the bottom outside of the sliding door.

With these potential leakage paths identified, we contracted with Luke Walker construction in June 2025 to address the problem. My intent was to have the deck slid back so that we could see the condition of flashing behind the deck ledger board (the rafter board that attaches deck to unit). Since sliding deck back was going to take a bit more work, Luke first wanted to remove siding pieces under the deck and inspect the flashing that should be in that area. When the siding was removed you could see that the flashing was not installed correctly and was not completely sealing the area. Also, you could see stains on the exposed wood at each end of the deck where water had been getting behind the unsealed flashing and likely running down the door frame studs to the floor inside the French door. This looked for sure to be the cause of the leak at the lower door so new flashing was installed and the siding reinstalled without going further to slide back the deck. As it turned out, this repair did reduce the water leakage showing

up at the bottom inside of the French door but it did not stop the leakage completely.

I repeated the water test applying it primarily across the area where the deck attaches to the unit and the water leakage showed again at bottom inside of the door. So, now we intend to have Luke Walker slide the deck back to inspect the area behind the ledger board. Cost for this work would be about **\$1400**.

As for the upper sliding glass door leakage, I have put significant time investigating the options to improve sealing and drainage for the upper sliding glass door with the door manufacturer (Senior Architectural System – ALI door, a UK Company) and have not been successful. So, am recommending that we replace the existing door with a better designed unit. A Pella 250 Series Sliding Glass door, purchased by Luke from Lowes with his contractor's discount, can be installed for **\$2900**. Since this is a replacement, the cost can be taken from Reserves.

- Need motion to replace door as stated and pull deck back to inspect and fix flashing behind ledger board.

JTG 08/19/2025