

Briarwood Falls Association
Executive Board Meeting
June 11, 2026, at 10:00 AM
Meeting Minutes
Approved

Chair: Joe Geiger, President

Minutes Submitted by: Kathy Kazarian

Members Present: Joe Geiger, President, Karen Pontrelli, Vice President, Jeff Marshall, Treasurer/Director, Kathy Kazarian, Secretary/Director, Linda Worchel, Director, Ed Robinson, Director

Members Absent: None

Community Members Attending: # Units represented in person - 7
 # Units represented on Zoom – 4

Premier Property Mgmt. Attending - David Karat

Topics	Discussion	Action
1. Call to order Regular Session	Meeting called to order at 10:02 AM	
2. Additions to the agenda	Waivers – 8 Skylark & 27 Mockingbird New Business – Agenda comment amendment R&M – Grass cutting	
3. Community Member input (Limited to items on the agenda; comments limited to 2 min. max.)	None	
4. Correspondence	A response has yet to be received from Derek Santini or his office.	
5. Approval of Board Minutes	Minutes of the 5/14/2026 Executive Board meeting were presented for approval.	On a MOTION by Linda Worchel SECONDED by Kathy Kazarian to accept minutes of the 05/14/2026 Executive Board meeting Vote: Passed

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6. Treasurer's Report	Treasurer's report 05/31/2026 was presented by Jeff Marshall Total Income: \$34,868 Total Expenses: \$45,849 Difference: \$ 10,981 Total Reserves: \$124,613.69	
7. Repairs and Maintenance	Joe Geiger gave summary of M&R since last meeting	

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Summary	- Completed 22 tasks - Added 7 new tasks 24 tasks not completed All 23 windows were installed that were in the budget for this year. See attached M&R report - Bridge repair – Big thanks to Joe Clune for his work done on rebuilding and staining the 22 bridge end caps. - CC spare window shades – Generous donation of 3 window shades from Ruth Simmons. Will be stored in mechanical room for future replacement of shades. - Grass cutting - some concerns have been raised about cutting hot weather stressed lawns. Joe G. stated it is being cut at around 4 inches which is recommended and he will ask landscaping to go to up to as high as 5 inches as weather and grass conditions are monitored.	

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8. Waivers	72 MB – Remove/replace 2 shrubs in front of porch 30 MB – Replace 2 shrubs in front bed below windows 3 Oriole – Radon system (already installed) 29 MB – replace front siding w/faux stone, repaint front door & shutters, replace front shrubs, install microwave vent, install pavilion on deck 8 Skylark – Add handicap grab bar to front door entrance 27 Mockingbird – install sprinkler system	All Approved
9. Committee Reports	a. Social Activities Committee report was presented by Linda Worchel. See attached report. Requesting donation of \$400 for contribution towards the cost of the Briarwood Sept. 12 picnic. b. Landscape Committee report was presented by Karen Pontrelli. See attached report. Asking for approval of several shrubs and plants identified for removal/replacement. Full Myles Grounds LLC total cost \$692	On a MOTION by Kathy Kazarian SECONDED by Ed Robinson to approve \$400 for Briarwood picnic costs Vote: Passed On a MOTION by Karen Pontrelli SECONDED by Linda Worchel to

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		approve \$692 to Full Myles Grounds, LLC Vote: Passed

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10. Old Business	Special assessment – Draft letter given to the board for review detailing the special assessment. Letter to be sent to community on Sunday 06/14/2026. Property management – Board working with Premier sharing documents and information prior to Jul 1 start date. Board members to be making a visit to the Premier office in Enfield. Uniform fee outlook – No legislative action taken this year. Will continue to monitor and a suggestion was made to send a note to community to keep them apprised of uniform fee future outlook.	On a MOTION by Linda Worchel SECONDED by Kathy Kazarian to approve sending special assessment letter to the community Vote: Passed
11. New Business	- Board nominations – Still seeking nominations. 3 current board members have submitted nominations. - Community center irrigation system. Total funds donated are \$4950. The cost of sprinkler system is \$4600. \$350 will be used towards a plumber to do minor connections of the system. - Rules & Regulations, Compliance reset. Suggestion being made to send the community information on transition to property management and abiding by rules & regulations. Discussions concluded that a complaint-based system was working and should continue. - Agenda – Suggestion was made to remove the “limited to items on the agenda” notation on item 3. Community Member Input that occurs at the start of the meetings. Some board members felt that this section should be open to all community comments, not just items on the agenda, but still not to exceed 2 mins. Max.	
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12. Next Meeting	Executive Board > July 9, 2026 at 10:00 AM Community Meeting > July 23, 2026 at 6:30 PM	
13. Community Member Input	Suggestion on potential notes to community on uniform fee – should include current issues to illustrate the disparity of current fee structure.	
16. Executive Session	Secretary pro tem: Vice President, Karen Pontrelli Board member/Secretary Kathleen Kazarian recused herself from the executive session discussion and vote. Departed 11:00 and did not return. Property manager was invited to remain. All other unit owners and guests left the meeting. The board entered executive session at 11:15 to discuss a violation matter.	On a MOTION by Ed Robinson and SECONDED by Karen Pontrelli to enter into Executive Session Vote: Passed
17. Adjourn Executive Session	Executive session adjourned at 11:41.	On a MOTION by Karen Pontrelli SECONDED by Ed Robinson to adjourn Executive Session Vote: Passed
18. Return to regular session	The board returned to regular session at 11:41. Joe Geiger will have a verbal discussion with homeowner regarding violations noted during executive session.	On a MOTION by Joe Geiger SECONDED by Linda Worchel to return to regular session. Vote: Passed
19. Adjourn	Meeting adjourned at 11:50.	On a MOTION by Karen Pontrelli SECONDED by Jeff Marshall to adjourn

Attachments (3): M&R Report, Social Activity Report, Landscape Committee Report