

Duplex Council Meeting Minutes
January 19, 2021
7pm zoom meeting

Duplex Directors In Attendance: Milna Rosario, Tom Schuck

Communication Director in Attendance: Peter DeBisschop

Duplex Residents in attendance: Mark Brick, Tracy Hall, Lynn Allen, Linda Howell, Roland Bernier, Fred Moffa, Robert DeMarco, Beth Holcomb, Diane Corcoran, Bhargav

Tom Schuck read the November 2020 Duplex minutes and the items that the incoming directors would be most concerned about based on the reading of the November minutes and summary of the September minutes.

- The incoming directors would review the actual long term replacement costs of roofs and decks
 - Insure that proper future pricing
 - This impacts the amount needed for reserves and annual increase.
- Tom noted that the \$500 2020 assessment covered only 50% of the cost of repairing 17 Scarlet, the balance was being paid through increases in Duplex Fees
- Tom noted that he had requested at the November Conservancy Meeting from Meeting, that Chris K provide information about an additional policy that we can inquire about
 - Special policy- extra insurance – extra cost
 - “GAP” insurance to cover builder defects after warranty expires

- Tom then discussed Structural issues on Marble Faun-units facing trees, trees slapping against units and gutters.
 - Also include Scarlet facing and Haskin facing tree units
 - Gutter repair estimates from Chris-follow up needed
- Tom then presented the Parking rules and problems that continue to be an issue

Milna and Tom opened the meeting to the Unit Owners

Robert DeMarco-

- Past Duplex Board Member, Bob described the situations of why the 2021 rate increase was needed, and his concerns of the Roof replacement costs which will be coming due in the next 10years.
- Bob then described the reasoning that he would expect a rate increase every year for the foreseeable future. Stepped annual increases are preferable to assessments

- Bob then discussed the events leading up to the allocation of 40,000 to mitigate the uninsurable out of warranty builder fault 17 Scarlet Lane

Roland Bernier-

- Roland suggested that the Duplex directors hire an inspector to look at the roofs?

Tom-

- Tom Replied that he has Flown drones over community, discovered that units that touched tree lines were significantly more worn, with discoloration, while other units had very healthy roofs

Linda Howell-

- Visual Inspections show that tree limbs have been lifting up roofing tiles and causing damage.
 - 10 and 12 Scarlet Lane
 - Has contacted Elite and requested help, and has not received any follow-up
 - This item was not only prior minutes. Entered as New Item
 - Project started for Tree Mitigation. Results to be shared at Feb 16 meeting
- Linda reported that, at time of purchase of 10 Scarlet Lane, her home inspection came back with a radon level of 4.7
 - Reported that radon mitigation was to be performed before she moved in
 - Reported that she had assurances from Chris K at time of sale that this would done
 - New Item, Project Started for Radon Mitigation. Report Results at Feb 16 meeting
 - Lynn Allen-45 Last Leaf Circle-Radon level came back fine

Peter DeBisschop-

- Joined the conversion as a SME (Subject matter expert)
 - Recommends getting copy of contract with Butler, will note that tree maintenance is excluded
 - "Expenditure as needed"
 - Normal policies are to perform a Spring/Fall-look at trees to see what needs to be trimmed
 - Chris K will not walk around and look for us. He only works 2 hours per week for us, and that would not be enough time for a full walk around.

Beth Holcomb-

Asked about guest parking, why is it a "big deal"?

Robert DeMarco-

In Response, mentioned that guest parking 48-hour limit, "rules of association"

Fred Moffa-

- Landscaping, dead bush @ 6 Scarlet Lane "looks unsightly"
- Replacing shrubbery-in the budget special quote
- Called elite re: crack in driveway, no one has come out
 - Concerned about Frost Heave
 - Not on Prior 2020 minutes. Entered as New Project

Robert DeMarco-

Noted to all residents that their personal Insurance, covers inside, not structural defects

Roland Bernier-

1st snowstorm, let Chris know about gouges in lawn. Butler should come out, look at community.

If you pat down, grass will grow back. Butler should patch up.

Diane Corcoran-

A lot of damage to lawns

Butler's sequence of cleaning???

(NOTE) Snow repair entered as New Project

Peter DeBisschop-

Recommended that we **Have to ask Chris detailed questions, he will not respond if there is any vagueness in the question or need.**

Projects Created (most run concurrently)

1. Damaging Trees Remediation
1. Radon Remediation
2. Leaking Basement
3. Driveway Repair
4. Gutters
5. Insurance
6. Unsightly Shrubbery